

Expression of Interest (EOI)

For

Services of a Consultancy Organization

to

REVIEW/APPRAISAL OF SARVA SHIKSHA ABHIYAN (SSA)

Ministry of Human Resource Development

Department of School Education & Literacy

Room No.: 210, C-Wing

Shastri Bhawan, New Delhi – 110115

Tel Nos.: 23387211

March, 2017

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1. TEXT OF ADVERTISEMENT

F. No. 2-40/2016-EE.3

Ministry of Human Resource Development

Department of School Education & Literacy

Shastri Bhawan, New Delhi – 110115

INVITATION FOR EXPRESSION OF INTEREST

Ministry of Human Resource Development (MHRD) invites sealed Expression of Interest (EOI) from Indian consulting agencies for undertaking Review/Appraisal of Sarva Shiksha Abhiyan (SSA).

The EOI Document containing the details of qualification criteria, submission requirement, brief objective & scope of work and evaluation criteria etc. can be downloaded from the website www.mhrd.gov.in.

Further details, if any, may be obtained from Under Secretary (EE-II Bureau), Room No. 105, D-Wing, Shastri Bhawan, New Delhi-110115 during working hours.

Last date for submission of EOI is on or before 11th April, 2017. Sealed envelope marked to the captioned address, containing EOI and non-refundable fee of Rs 5000.00 by way of DD/Pay Order in favour of "PAO, Ministry of Human Resource Development", payable at New Delhi may be submitted mentioning "EOI for Review/Appraisal of SSA" on the top cover:

"Smt. Surbhi Jain, Director, (SSA), EE-II Bureau, DoSEL
Ministry of Human Resources and Development, GOI
Room No 210-C, Shastri Bhawan , New Delhi, 110115 "

(Surbhi Jain)
Director (SSA), EE-II Bureau,
Deptt. Of School Education & Literacy'
Ministry of HRD, GOI, New Delhi

Dated: 20.03.2017

Note: DoSEL, MHRD or any of its designates reserves the right to cancel this request for EoI and/or invite afresh with or without amendments, without liability or any obligation for such request for EoI and without assigning any reason. Information provided at this stage is indicative and DoSEL, MHRD reserves the right to amend/add further details in the EoI.

SSA EVALUATION
EXPRESSION OF INTEREST
INVITATION TO EXPRESSION OF INTEREST (EOI)
FOR

Engagement of Firms/organizations/Institutions for Evaluation Study of Sarva Shiksha Abhiyan – Centrally Sponsored Scheme of Government of India

EOI is invited from reputed agencies / organizations / institutions to carry out Evaluation Study of **Sarva Shiksha Abhiyan –Centrally Sponsored Scheme of Government of India** implemented by the Department of School Education & Literacy, Ministry of Human Resource Development Government of India from 2000-2001 in all the States and Union Territories in partnership with the States and UTs on fund sharing pattern between the Centre and States. The objectives of SSA programme are given below:-

- (i) All children in school.
- (ii) Bridging gender and social gaps.
- (iii) All children retained in Elementary Education.
- (iv) Education of satisfactory quality.

Evaluation is to be carried out as per the following broad parameters:-

Broad objectives of the study are given below:

1. To assess the extent to which SSA has been able to achieve its objectives and related targets and the factors determining the same.
 2. To assess the extent to which the approaches strategies adopted under SSA to achieve the objectives were effective.
 3. To identify constraints in the implementation of the scheme.
 4. To suggest revisions in the scheme for further effective implementation.
- i) At least 10% of the districts covered under SSA in each State should be studied and 10% villages of each selected district should be covered. The agency is expected to interview at least 15-20 beneficiaries in a cluster/Panchayat.
 - ii) Impact assessment needs to be made on the impact of implementation of SSA Scheme in a particular district since inception of the Scheme in terms of increase in Enrolment and effect on all Educational indicators as well as socio-economic impact including impact due to creation of infrastructure facilities and its utilization through the scheme. The representative sample/Block in each district should be taken from East, West, North, South parts of the each district.
 - iii) While the Department will facilitate in providing secondary data in terms of funds provided to the States, their progress, the study should be based on primary data to be collected by the Agency.

- iv) Study should be completed in a period of three to four months the date of assignment and 50 copies of its report along with CD, submitted to Department.

Detailed Terms of Reference(TOR) Eligibility Criteria and EOI document could be downloaded from the MHRD website.

The EOI, duly accompanied with complete details of the agency/organization, audited financial statement/certificate and evidence of experience such as client's certificates, project completion certificates. should reach the office of "Director), (Telephone No. 011-23387211), Department of School Education & Literacy, Ministry of Human Resource Development Government of India, Room No. 210-C, Shastri Bhavan New Delhi-110 001 by 15.00 hrs within 20 days from the date of its issue with a soft copy at surbhi.jain@nic.in and ee3.edu@gmail.com

Department of School Education & Literacy, Ministry Human Resource Development Government of India reserves the right to accept or reject any or all EOI(s) without assigning any reason whatsoever.

Expression of Interest (EOI) Document For Engagement of Consultant For Evaluation Sarva Shiksha Abhiyan –Centrally Sponsored Scheme of Government of India

1. Background:

Department of School Education & Literacy, Ministry of Human Resource Development Government of India in all the States is implementing a Centrally Sponsored Scheme of Sarva Shiksha Abhiyan "in the country, w.e.f. 2001 in mission mode for the holistic development of education sector at the elementary level for Universal Elementary Education (UEE) by duly ensuring horizontal and vertical linkages with the active participation of all the stake-holders.

SSA was conceptualized and evolved on the experience of the erstwhile programmes viz. Operational Black Board (OBB), Shiksha Karmi Project (SKP) and District Primary Education Programme (DPEP). The National Mission for SSA under the Chairmanship of the Prime Minister was setup vide Resolution dated 2nd January, 2001. The overall goals of SSA include universal access and retention, bridging of gender and social category gaps in education and enhancement of

learning levels of children. SSA provides for a variety of interventions, including inter alia, opening of new schools, construction of schools and additional classrooms, toilets and drinking water, provisioning for teachers, periodic teacher training and academic resource support, textbooks and support for learning achievement.

From the year 2010-11, the scheme is being implemented in accordance with the legal framework/provisions of the Right of Children to Free and Compulsory Education (RTE) Act, 2009, which provides for an entitlement of all children between the ages of 6 to 14 years for free and compulsory admission, attendance and completion of elementary education in a neighbourhood school. The framework for implementation of SSA has accordingly been amended in September 2010 to align it with the provisions of the RTE Act, 2009. SSA has been designated as vehicle scheme for meeting the objectives of the RTE Act, 2009.

The Right of Children to Free and Compulsory Education (RTE) Act, 2009 represents the consequential legislation to Article 21A inserted in the Constitution of India through the Constitution (86th Amendment) Act, 2002. Article 21A and the RTE Act, 2009 have become operative with effect from 1st April 2010. Article 21A states that "the State shall provide free and compulsory education to all children of the age of 6 to 14 years in such manner as the State may, by law, determine". The Act mandates that every child of the age of six to fourteen years shall have the right to free and compulsory elementary education in a neighbourhood school till the completion of his or her elementary education. The RTE Act, 2009 also provides for the:

- (i) It makes provisions for a non-admitted child to be admitted to an age appropriate class.
- (ii) It specifies the duties and responsibilities of appropriate Governments, local authority and parents in providing free and compulsory education, and sharing of financial and other responsibilities between the Central and State Governments.
- (iii) It lays down the norms and standards relating inter alia to Pupil Teacher Ratios (PTRs), buildings and infrastructure, school-working days, teacher-working hours. It provides for rational deployment of teachers by ensuring that the specified pupil teacher ratio is maintained for each school, rather than just as an average for the State or District or Block, thus ensuring that there is no urban-rural imbalance in teacher postings.
- (iv) It also provides for prohibition of deployment of teachers for non-educational work, other than decennial census, elections to local authority, state legislatures and parliament, and disaster relief.

- (v) It provides for appointment of appropriately trained teachers, i.e. teachers with the requisite entry and academic qualifications.
- (vi) It prohibits (a) physical punishment and mental harassment/corporal punishment; (b) screening procedures for admission of children; (c) capitation fee; (d) private tuition by teachers and (e) running of schools without recognition,
- (vii) It provides for development of curriculum in consonance with the values enshrined in the Constitution, and which would ensure the all-round development of the child, building on the child's knowledge, potentiality and talent and making the child free of fear, trauma and anxiety through a system of child friendly and child centre learning.

All the States and Union Territories are covered under the programme. The scheme objectives are to promote the holistic growth of the education sector at the elementary level.

SSA has been in operation effectively for more than 15 years. It is, therefore, necessary to evaluate and quantify the impact of the scheme, it is, therefore, proposed to conduct the Evaluation Study (ES) of the scheme. Besides, to evaluate the scheme in terms of increase in various attributes such as enrolment, category-wise enrolment (SC, ST, OBC, Minority and Children With Special Needs), dropout, transition rate, gross enrolment ratio, pupil teacher ratio, availability and maintenance of school infrastructure, teaching and learning outcome etc.

The study will also deal with the overall performance of the programme implementation and indicate that whether the Scheme is being implemented in various States in an effective manner. It will also indicate that whether the provisions and norms of the Scheme are being followed.

The findings of the study will inter se analyze the operation and benefit of the Scheme suggest necessary corrective measures to be taken to improve the implementation in a manner for achieving the ultimate goal Education For All (EFA) and attaining the SDG in the future.

The Government desires to evaluate the intervention and specific effectiveness of the scheme in terms of its objectives besides delivery of services, record keeping, financial performance and reporting including Financial Management & monitoring systems and institutional capacity building during the operation of the Scheme so far from the beginning and particularly as a vehicle for implementation of the RTE ACT 2009

2. Objective: In pursuance of the existing guidelines of Sarva Shiksha Abhiyan (SSA), the services of an eminent "Bidder" (Institutions/Consultant /Agencies) need be outsourced as per the provisions contained in General Financial Rules read with relevant instructions issued from time to time by the government" **by inviting Expression of Interest (EOI) from reputed & qualified "Bidders" for short-listing as a pre-requisite for RFP for providing services for carrying out Evaluation Study of SSA.**

3. Purpose of EOI: The purpose of this EOI is to provide interested "bidders" with the necessary in built capacity to enable them to prepare and submit their responses for the services to be rendered to the 'Employer' in conformity with the TOR as a pre-requisite for RFP.

4. Terms of Reference: The agency shall Evaluate:-

- (i) Design of programme, whether it is appropriate to meet the objectives.
- (ii) Specific deliverables of programme, whether they constitute felt needs of the community.
- (iii) Changes if required in concept and implementation.
- (iv) Is there any overlap of this scheme with any other operating in the field.
- (v) Actual outreach of benefits as per each intervention may be verified and reported.
- (vi) Bottlenecks if any, in proper implementation of the scheme and reasons of under achievement in comparison to the projected outcome (wherever applicable).
- (vii) Whether there is need to continue the scheme in the existing form or changes required in the norms (both Programmatic and Financial) to facilitate in achieving the goals.
- (viii) Whether the scheme is augmenting the Education among out of school children, backward communities and children with special needs and further support in their education.
- (ix) Whether there is any impact of these schemes in decreasing the dropout rates of all categories of children and to support to continue their studies.
- X) How to implement and classify the interventions for outcome/Performance based funding for assessing the level/degree of achievement.

Expected outcome of the study

- (1) Evaluate the efficacy of planning at district, state & national level in terms of its adequacy (Parameters have been given in **Annexure -I**)
- (2) Analyze effectiveness of existing administrative and technical set up with the State in the Scheme at the district levels; block/wards, school (all levels)
- (3) Analyze adequacy and timeliness of fund flow and delivery mechanism;
- (4) Analyze extent of adherence to intervention specific norms;
- (5) Evaluate the effectiveness of stakeholders involved in delivery of services;
- (6) Evaluate effectiveness of collaboration among line departments at district and state level;
- (7) Assess extent of convergence with other schemes;
- (8) Analyze efficacy of monitoring & reporting mechanism;
- (9) Assess the status, extent & effectiveness of existing institutional building in the states;
- (10) Analyze Intervention specific physical and financial achievements vis-à-vis targets;
- (11) Analyze extent of improvement in enrolment, transition rate, Gross Enrolment Ratio (GER), Dropout rates, People Teacher, Levels of Learning etc.
- (12) Analyze effectiveness of publicity, mass media and information technology in creating awareness of community and till the last mile
- (13) Analyze scope of operational guidelines including cost norms and recommend modification, if any;
- (14) Analyze the improvement in quality of education ever since coming into force of RTE Act, 2009 i.e. 01.04.2010.

Other broad parameters **Specific Objectives (Deliverables)** applicable for the study are given in **Annexure – II**.

Summary schedule of procedure for conducting the Evaluation Study is given is **Annexure – III**.

Detailed procedure for selection of agencies for conducting the Study is given at **Annexure - IV**.

5. Submission of Reports-

The Evaluating Agency shall complete the evaluation study within **three-four months time** from the date of award of the study.

Submission of reports and schedule of payment are as under:

- (i) Evaluation Agency will submit 10 copies of draft report (duly supported with tables, graphs and photographs) within five months from the date of award of assignment and make presentation of draft reports on a specified date, if required.
- (ii) Submit 100 copies of Final report along with soft copy of the report in word and in PDF format within 30 days from the receipt of suggestions / comments after incorporating the suggestions / comments made at the time of presentation or provided by the MHRD.

6. Schedule of Payment

The schedule of payment will be as under:

- (i) First installment of 60% of the total cost as an advance at the time of approval of the study.
- (ii) Second installment of 20% of the total cost on the submission of 10 copies of a draft report.
- (iii) Third and final installment of 20% of the total cost on submission, acceptance of final report.

All these payments will be released by PAO, MHRD, Shastri Bhavan, New Delhi.

Penalty Clause @ 5% of the released amount will be imposed on the Evaluating Agency in the event of delay in submission of the Reports as per schedule given above, for which no justification is provided. There should normally, be very strong and genuine grounds for waiver of penalty on account of delay. The Bureau Head SSA) will be the authority for waiving of penalty.

7. Instructions to the Bidders:

7.1 Definitions:

- (a) **"Employer"** means "SSA Bureau, Department of School Education and Literacy Ministry of Human Resource Development, Government of India, Shahstri Bhavan, New Delhi-110001".
- (b) **"Bidder"** means any entity or person or associations of persons who have submitted their application in the prescribed Form-I in response to EOI document intending to provide the services to the "Employer" as specified therein.
- (c) **"Day"** means calendar day.

(d) "Government" means the Government of India.

(e) "Application Form" means the prescribed Form to be submitted by the "Bidder(s)" for short-listing as a pre-requisite to RFP. "Terms of Reference" (TOR) means the aspects of evaluation for information of the "Bidder (s)".

7.2 Submission of the application in response to EOI: This EOI is advertised through select Newspapers and is also posted on website of MHRD School Education and Literacy (www.mhrd.nic.in), to give wide publicity and invite a large number of eligible "Bidders" who have the capability to deliver such services, for their participation in the process of Expression of Interest.

Selected "Bidder", who the 'Employer' believes, has the capability to deliver services as shall be requested in the "Request for (RFP)". The information provided by the "Bidder(s)" will be used by the 'Employer' to select potential "Bidder".

(i) Last date & method of submission of application by the "Bidder(s)": The "Bidder (s)" shall submit application through properly sealed envelope mentioning the address of the 'Employer' thereupon super scribing "CONFIDENTIAL-Application for Evaluation Study of Sarva Shiksha Abhiyan(SSA). The envelope so sealed be shall be inserted in the another envelope addressed to the 'Employer' at the following address and should be sent by registered post or delivered in person ,so as to reach the 'Employer' within 20 (twenty) days from the date of issue, being the last date for submission of the application for EOI:-

"Director (SSA), EE-II Bureau, Department of School Education and Literacy, Ministry of Human Resource Development, Government of India, Room No. 210-C, Shahstri Bhavan, New Delhi-110 001.

(ii) The responsibility for ensuring that the applications are delivered in time vests with the "Bidders".

(iii) The 'Employer' may, at its discretion, extend this deadline for the submission of application, in which case, all rights and obligations of the 'Employer' and Bidder(s) previously subject to the deadline will thereafter be subjected to the deadline as extended.

(iv) Any application received by the 'Employer' after the deadline for submission as prescribed by the 'Employer', shall be rejected by the 'Employer'.

(v) The applications submitted by the respective "Bidder(s)" in response to this EOI shall be valid until the award of the contract by the 'Employer' and the "Bidders" shall be bound by their bids until such period.

(vi) The application(s) and material(s) submitted by the Bidder(s) in response to this EOI will become the property of the 'Employer'.

- (vii) The 'Employer' shall neither be responsible nor pay any expenses or losses which may be incurred by the "Bidder(s)" in the preparation and submission of their application.
- (viii) The application submitted by "Bidders" shall be treated as private and confidential documents, whether or not the 'Employer' accepts an application.

7.2 Expression of Non-Interest: If the "**Bidder(s)**", at any point of time, wishes not to participate in this EOI, the same information may be communicated to the 'Employer' within one week of the receipt of this EOI by the "Bidder(s)". In such circumstances, the Bidder(s) shall return to 'Employer' all the documents/materials provided by the 'Employer', without publicizing / using the contents of this EOI.

7.3 Facilities to be extended by the 'Employer' to the "Bidder(s)" : The 'Employer' shall share the requisite information/data pertaining to SSA, available with the Department , Government of India with the "Bidder(s)" for the purpose of submitting application in response to EOI.

7.4 Period of completion of Evaluation Study of SSA: The "Bidder" to be declared successful after submission of RFP would complete the Evaluation Study of Sarva Shiksha Abhiyan (SSA) the within three to four months from the date of declaration. The successful "Bidder" so declared shall submit inception report within fifteen (15) days from the date of award of the contract followed by submission of draft report after 150 days from the date of award of the contract.

8. Pre-qualification criteria: "Bidders" interested in taking up the Evaluation Study of the scheme in question must fulfill the following criteria:-

- (i) It must be an agency/organization either private or government incorporated in India with a minimum of ten (10) years experience in evaluation of government/public projects / schemes in Education & allied sectors and should have successfully carried three (3) studies in the said field (s) at national level.
- (ii) Total value of the projects completed should not be less than Rupees TWO crore in each year, during preceding three (3) years.
- (iii) The Team leader of the study should possess the minimum educational qualification of Post-graduate in Education/management disciplines, preferably PhD in Education. He should also have a minimum of ten (10) years of experience in Education/allied sectors related to

implementation/monitoring/ evaluation of public sector projects and preferably public funded Projects. He should have at least handled three (3) numbers of projects, out of which two (2) projects should be in the capacity of Team leader.

- (iv) The members of the study team commensurate to the requirement should be post graduate in Education and allied fields/management disciplines. They should also possess a minimum of three (3) years of experience in Education/allied sector projects. He should have been associated as team member with at least two (2) numbers of projects in Education& allied sectors.
 - (v) Consultant can be a JV / consortium of not more than three firms. No consultant can bid for a given work simultaneously as sole consultant and as a member of JV.
 - (vi) Should have at least 10-15 Key persons (including 5 persons conversant with programming and management of MIS software) with relevant experience in monitoring and management of Education sector Projects. Should have relevant experience of similar nature of at least 5 projects.
 - (vii) The work would qualify as similar work if it meets with any of the following relating to Education Sector:
 - i. Technical assistance for project implementation and MIS based project monitoring and reporting.
 - ii. Execution/physical monitoring / evaluation of Education and allied sector projects.
5. Should have been in existence, in the field of consultancy work to central, state and local government for at least 5years.
6. Should have handled at least two (2) consultancy assignments of similar nature for government (state / Centre) sponsored schemes and programmes in Education projects in last 5years in India or abroad.
7. Should be a profit making entity during each of the last 3 years
8. Should have sufficient qualified personnel, and resources to accomplish all the elements of the Scope of Work.

9. At least 10% of the potential core staff, including team leader should be permanent employee.

The applications received will be evaluated for short listing of "Bidders" based on their past experience of handling similar types of projects, man power and financial health. The following criteria (Table.1) will be adopted while short listing of the "**Bidder(s)**":-

Table.1

S. No.	Parameters	Weight age	Max. Marks	Minimum and Maximum Marks
1	Past Experience of the Firm	60%		
1.1	Number of years of experience	20%	12	Upto 10 years- 5 Marks 10-12 years-10 12 and abv -12
1.2	Past experience in carrying out studies in education related sector	50%	30	Less than-2- ZERO 3to5 no of Studies-10 6-9- 20 Marks 10 and abv-30
1.3	Past experience in carrying out studies in elementary education related sector	20%	12	Less than-3- ZERO no of Studies Upto4 -7 5 and abv -12
1.4	Studies carried out in India.	10%	6	Upto 10 -3Marks More than 10 -6
2	Experience of Key Personnel	25%		
2.1	Qualifications	30%	7.5	PHD(Education)-7.5 Post Gradn in Edun/MgtDiscipline-5
2.2	Relevant Experience	70%	7.5	TeamLeader-10 yrs or more-17.5
3	Financial Strength of the Consultant	15%		
3.1	Turnover figure for Last three Years.	50%	7.5	Turnover-1crto5Cr-4 Above 5crs-7.5 Marks
3.2	Net Profit Figure for Last three years	50%	7.5	Upto 1Cr -3 Marks Abv 1Cr Upto3Cr -5Mks More Than 3 Cr-7.5

The 'Employer' shall short list those "Bidder(s)" who secure a minimum of **60%** marks based on above allocation to be eligible for taking further part in the Bidding Process

Composition of Consultancy Selection Committee (CEC):

For identification, short listing and selection of Consultant/agency for conducting Evaluation Study, there will be a Consultancy Selection Committee with the following composition

- | | |
|----------------------|----------|
| Additional Secretary | Chairman |
| Joint Secretary RMSA | Member |
| Director (SSA EE-3) | Member |
| Director (SSA EE14) | Member |

Deputy Secretary (Fin), IFD

Member

Under Secretary (EE15)

Member Secretary

The above Committee will also be responsible for monitoring the progress of the evaluation study.

Format for submission of EOI application: The format for submission of EOI application is enclosed as Form– I to Form VII.

10. **Procuring & Contracting details:** The EOI should be accompanied by complete details of the agency / organization, audited financial statement / certificate, evidence of experience such as client's certificates, project completion certificates or any other relevant document and details of remittance of the cost of EOI document.

'Employer' reserves the right to accept or reject any or all EOIs at any point of time without assigning any reason whatsoever.

11. **Validity:** The "Bidder(s)" acknowledge that the application submitted in response to this EOI shall constitute an offer to the 'Employer' which shall remain open for acceptance until the contract is awarded by the 'Employer'. For the avoidance of doubt, neither this EOI nor any response submitted by the "Bidder(s)" in response to this EOI shall constitute a legally binding agreement unless and until accepted by the 'Employer' in writing in the form of a contract executed between the 'Employer' and the successful "Bidder".

12. **Confidentiality:** This EOI must not be reproduced in whole or in part without the prior written consent of the 'Employer'. All information contained within this EOI is given in strict confidence. It should not be divulged, irrespective of whether the recipient "Bidder (s)" proposes to submit an application to the 'Employer' or to any third party, without the prior written authority of the 'Employer'.

13. **Proprietary Information:** All restrictions on the use of data contained within an application and all confidential information must be clearly stated by the "Bidder (s)". Proprietary information

submitted in an application, or in response to the EOI, will be handled in accordance with the applicable law(s) of the government.

[AGENCY EVINCING INTEREST IN THE ELIGIBILITY CRITERIA SHOULD ALSO ENCLOSE A CERTIFICATE ON LETTER HEAD OF ORGANIZATION AS PER FORMAT GIVEN BELOW:]

EXPRESSION OF INTEREST FOR "EVALUATION OF SARVA SHIKSHA ABHIYAN PROGRAMME BEING IMPLEMENTED BY MHRD"

CERTIFICATE

I, _____, WORKING AS _____ IN THIS ORGANIZATION AND IS AUTHORIZED TO ISSUE THIS CERTIFICATE CERTIFY THAT:

- (A) WE HAVE GONE THROUGH THE CONTENTS OF ADVERTISEMENT FOR THIS ELIGIBILITY CRITERIA AND FULFILL ALL THE ELIGIBILITY CRITERIA AS PER ELIGIBILITY CRITERIA.
- (B) ALL RELEVANT DOCUMENTS ARE ENCLOSED WITH OUR ELIGIBILITY CRITERIA.
- (C) THE DETAILS AND CONTENTS OF OUR ELIGIBILITY CRITERIA ARE AUTHENTICATED AND BASED ON ACTUAL WORK CARRIED OUT BY OUR AGENCY, AS PER RECORD.
- (D) WE HAVE UNDERSTOOD THAT IN CASE IT IS FOUND THAT OUR AGENCY IS NOT FULFILLING ANY OF THE LAID DOWN CRITERIA, OR RELEVANT DETAILS/SUPPORTING DOCUMENTS ARE NOT FOUND TO BE ENCLOSED, WE WILL NOT BE GIVEN ANY OPPORTUNITY FOR ANY CLARIFICATIONS AND OUR ELIGIBILITY CRITERIA WILL BE EVALUATED BASED ON AVAILABLE DOCUMENTS IN ELIGIBILITY CRITERIA.

SIGNATURE OF AUTHORIZED SIGNATORY

NAME:

DATED:

DESIGNATION:

[PLEASE AFFIX RUBBER STAMP]

FORM-1

FORMAT FOR SUBMISSION OF APPLICATION FOR EXPRESSION OF INTEREST FOR ENGAGEMENT OF CONSULTANT FOR EVALUATION STUDY OF SARVA SHIKSHA ABHIYAN

- 1 Name of bidding agency/ firm/ individual:
- 2 Headquarter
- 3 Addresses for Correspondence:
- 4 Date & country of incorporation (enclose copy of relevant document)
- 5 Past experience of the firm:-
 - 5.1 No. of years in having experience in carrying out Evaluation Studies:
 - 5.2 Evaluation Studies carried out:-
 - 5.2.1 in Education and allied sectors:(Specifically for centrally aided Schemes)
 - 5.2.2 in elementary education sector:
- 6 Professional strength:-
 - 6.1 No of full time professional engaged:
 - 6.2 Location of offices in other part of India:
- 7 Annual Financial strength:
 - 7.1 Turnover for last 3 years (Rs. in crore) (enclose audited financial statement):
(Project completion certificates for projects completed during last 10 years to be attached in support of experience)

(Authorised Signatory)

Details of physical and financial progress and qualitative and quantitative impact of component-wise interventions for the various activities undertaken under Sarva Shiksha Abhiyan

Keeping in view the broad objectives of “Sarva Shiksha Abhiyan”, the specific objectives of this Evaluation Study are grouped in four major categories:

The study should evaluate physical and financial progress, and determine the qualitative and quantitative impact of various interventions taken up in the Programme

A. ACCESS

1. To assess the extent of access and enrolment of children in the relevant age group and to analyze the reasons thereof including the number of Schools set up etc
2. To study the strategies adopted for mainstreaming the out of school children in to schools.
3. To assess the Gross Enrolment Ratio.

B. EQUITY (Bridging gender and social category gap)

1. To assess the equity gaps in elementary education with respect to social groups (SC, ST, OBC, and minority community) gender and children with special needs.

C. RETENTION

1. To assess the students’ attendance, retention and transition
2. To find out the rate of dropout students and suggest strategies to retain them in schools
3. To assess the extent to which attendance, dropout rate and transition rate of girls, SC, ST and minority community children have been achieved
4. To suggest approaches and strategies for improving attendance, retention and transition rate

D. QUALITY

- To assess level of PTR, Percentage of appointment of professionally qualified teachers, percentage of Vacancies of teachers, in-service Training of teachers, attendance level of teachers and achievement level of children.
- To find out the percentage of time spent by the teachers on non-teaching jobs.

- To find out if the headmaster, teachers, parents have the knowledge of learning levels of children in different grades.
 - To assess if the focused supplementary material for early grade and other grade levels reaches the classes in time.
 - To evaluate if the teachers are getting need based and context based in-service training.
 - To find out the percentage of headmasters and educational administrators undergoing the leadership training programme.
 - To find out percentage of schools and teachers using CCE achievement level of children for getting/providing regular feedback to improve upon teaching pedagogy and updating the parents/gurdians.
 - To find out percentage of teachers having knowledge of achievement levels of children of their State/district as assessed by the State and National Achievement Survey. Also the number of workshops held by the administrators to discuss the achievement status of children of the region.
 - To find the number of States wherein achievement levels of children are being used by the teachers and administrators to improve upon the curriculum, pedagogy and training programme.
 - To assess the help provided by the BRC/CRC to the teachers in improving the learning levels of children.
 - To assess learning levels of children belonging to different social groups.
 - To assess the usage of computer Aided Learning to improve quality of teaching and improving learning outcomes,
 - To assess the impact of different interventions on improving quality of learning of children from different social groups.
- E.** To Assess the planning process of different levels right from school to national level formulation of School Development Plan (SDP), Annual Work Plan & Budget (AWP&B), State Component plan, Plan appraisal and approval, release of funds.
- F.** To assess the level and nature of partnership between central, state and local self government and to examine their role in school management.
- G.** To assess the financial aspects of SSA in terms of centre-state contributions, timeliness of transfer of funds, Intervention-wise expenditure incurred, issuance of utilisation certificate, Compliance with audit observations etc.

- H.** To assess the impact of release of central share to the State/UT treasury (from 2014-15) who in turn release/transfer the central share to the State Implementing Society (SIS).
- I.** To assess the convergence of State education department and district education officers with panchayats, community based Organisations and other sectors at school level.
- J.** To identify constraints in the implementation of the scheme and suggest remedial measures.
- k.** To find out the success achieve in district plans and their implementation as the focus of SSA has been to decentralise planning of education.

Other parameters for Evaluation Study

1. The assigned study will be based on intensive and extensive sample survey by the concerned official/ members of the Evaluation team and other concerned officials/ State Government representatives through participatory discussions and structural interviews/ questionnaires by visits and personal interviews.

2 The study will have to be conducted as per the objectives and methodologies given in the ToR:-

- (i) Main reliance will be on primary data. The primary data should have complete list of Schools entities general background to be covered under Evaluation Study, details like number of students/children, drinking water and toilet facilities, Teacher and Student attendance Electricity, playground Computer Aided Labs (CAL) labs (in Upper Primary), SMC's role audits constitution
- (ii) The agency is expected to study at least number of districts as specified of the districts covered under in each State. The agency is also expected to cover at-least villages/blocks as mentioned of each selected district and to interview at-least 20 beneficiaries student in a school. The sample should be representative and balanced. Parents, Members of community, Pradhan/Pramukh of village, block, district level and state level concerned functionaries should also be contacted/ interviewed.
- (iii) While conducting the field study, standard norms, methodology and the sampling techniques etc. shall be adopted as applicable for such studies so that the samples are the representative of general population/ intended beneficiaries. The sample size should also represent all the section of the Society such as SCs/STs/OBCs/GIRLS/Children with Special Needs so that out-reach of the programme to these sections is also reflected in the study/report.
- (iv) The Ministry of HRD (Department of School Education and Literacy) reserves the right to call for any data collected by the agency, in raw or in any other form e.g. in a floppy for verification with ground realities. Such data will be made available by the agency concerned within seven days as and when called for, failing for which last installment of payment would not be released. Data collected for evaluation

studies and the facts/conclusion report of the studies will not be published or made public to any other agency.

- (v) Data collection from primary and secondary sources, its processing and preparation of report shall be the responsibility of the agency.
- (vi) The Department of School Education and Literacy (D/o SE&L) will designate, a contact-cum coordinating officer for the study with whom the agency may have consultations regarding any of the aspects of evaluation studies containing methodological aspects etc for the study.
- (vii) The Department would reserve the right to cancel the assignment of the study having regard to the quality of the Draft Reports or non-compliance of conditions etc.
- (vii) Agency will also furnish the utilization and audit certificates duly signed by competent authority immediately after the completion of work to the, Department of School Education and Literacy, Ministry of HRD.
- (viii) Agency will guarantee that the assigned work would be original work and will not infringe on the copy right of any other person(s) agency.
- (ix) The Agency will keep the Ministry of HRD appraised with developments and progress of the work relating to the study so as to enable the Ministry to depute its officers to verify the reported activities including investigation work.
- (x) Agency having prepared and delivered, the completed typed/ soft copy of the assigned work to the Bureau Head of Sarva Shiksha Abhiyan examining and having decided to undertake its publications, it shall print, produce, publish and distribute the Report at its own cost and expenses in such a manner and style as the Department may at its discretion deem fit. The aforesaid work will be the property of the Government of India (Department of School Education and Literacy) and all the copy rights will vest in it.
- (xi) If any question, difference or dispute shall arise, between the agency and the Department relating to this agreement or any matter arising there of or incidental thereto, the matter shall be referred to the sole authority i.e. Additional Secretary, Bureau Head, SSA in the Department of School Education & Literacy and the award given by him/her shall be final and binding on both parties.

Procedure for conducting the Evaluation Study of Sarva Shiksha Abhiyan

Sarva Shiksha Abhiyan is moulded within a fixed framework from planning and implementation of specific interventions and actions to financial provisions for elementary education.

1. Provision for opening of new schools and providing infrastructure facilities in school in Special Focus Districts (SFDs).
2. Providing schooling facility to girls through KGBVs
3. Special training to mainstream out of school children and reducing the dropouts.
4. Inclusive education and other activities.
5. Appointment of qualified teachers in schools and dedicated teachers for various grade levels.
6. Focussed In-service training to teachers
7. Block resource\ cluster resource centres
8. Padhe Bharat Badhe Bharat with focus on early grade reading and Mathematics
9. Rashtriya Avishkar Abhiyan to motivate for learning of Mathematics and science.
10. Identify Learning levels for different grade at elementary level.
11. Achievement survey at national and State levels.
12. Continuous and comprehensive Evaluation programme by the teacher and keeping parents/ guardians informed about the progress of the child.
13. Capacity building for teachers, training, teacher grant, recruitment of teachers
14. Management cost, research & evaluation, community training

Methodology

Present evaluation study will have the criteria as mentioned under specific objectives. It will be desk study as well as field study. Desk part of the study will be DISE data and National and State Achievement survey Reports, JRM Reports, MIs reports and research studies. The field part will be sample based. A sample of States, districts, blocks, villages, schools, students, households, teachers and parents will be selected as per the process given over here. There will be focussed group discussion to find out the underlying issues with respect to SSA goals.

Sampling Method

A multistage stratified sampling will be followed with different stratifying parameters for selection of sample units for different levels.

Criteria for selection of samples

a. Selection of States

As it is exhaustive study, the States will be classified on the basis of location of states in five zones i.e. North, West, East, South and North East. Care will be taken that from each zone three States are included in the sample. Care will also be taken that at least two UTs (one UT without legislature from North Zone and one UT with Legislature from South Zone) form part of the total sample States.

b. Selection of Districts

From each State five districts will be selected. While selecting the districts at least one district will be with highest literacy rate and the other with lower literacy rate. Efforts will be made that in the sample districts one will be SFD district.

c. Selection of Blocks/Wards

From each district, five blocks/wards will be selected with higher and lower literacy rate on simple random basis ensuring that they are not adjacent to each other.

d. Selection of Schools

From each selected block/wards, five schools will be selected based on the availability of standalone primary school and the combined primary and upper primary schools. All the existing schools belonging to different category of schools covered under SSA i.e. Govt., Govt. aided and Local bodies centre will be selected.

e. Selection of Students

From each school, 20 students (10 boys and 10 girls) will be randomly selected. The sample students will include at least three SC, three ST, three OBC and three from minority community. In case of non-availability of any of these categories, the substitute will be taken from the other category.

f. Selection of Households

In each school ten households having children in the age group of 6-14 years will be selected through snowball sampling.

g. Selection of Teachers

From each school two teachers will be selected (one male and other female) to canvass the teacher level schedule.

h. Sample size and selection of urban/ward samples

For selection of urban samples, from each district with highest slum population will be selected and the other ward with normal population will be selected.

i. Selection of Parents

From each school 6 parents/guardians will be selected comprising equal number of males and females.

j. Selection of Focus Groups

From each sample village one Focus Group Discussion will be organized consisting of parents (8-10 persons) each belonging to (a) SC and/or ST (Depending upon their availability and concentration),(b)Non-SC\ST(c) parents of out of school children and dropouts and other knowledgeable persons of the village.

Tables- Sample Size

Table.2

Sr. No.	Category	Sample No	Remarks
1.	Zones	5	North (Zone-1), South (Zone-2), East (Zone-3), West ((Zone-4) & North East Zones (Zone-5)
2.	States	15	North (Zone-1) - UP, Punjab, J&K South (Zone-2) -Tamil Nadu, Andhra Pradesh, Karnataka. East (Zone-3) - Bihar, West Bengal, Odisha West (Zone-4) - Maharashtra, Madhya Pradesh, Rajasthan North East (Zone-5) -Assam, Meghalaya, Sikkim
3.	Districts'	75	@ 5 Districts per State
4.	Blocks	375	@ 5 Blocks/wards per District
5.	Schools	1875	@ 5 Schools per Blocks/wards
6.	Students	37500	@ 20 Students per Schools
7.	Teachers	3750	@ 2 teachers per schools
8.	Parents	3750	@ 2 parents per schools

Table.3

Sr. No.	Category	Sample No	Remarks
1.	UTs	2	North (Zone-6) - Chandigarh (UT without Legislature) South (Zone-7) -Puducherry (UT with Legislature)
2.	Districts'	2	@ 1 District per UT
3.	Wards	40	@ 20 Wards per District
4.	Schools	200	@ 5 Schools per Wards
5.	Students	4000	@ 20 Students per Schools
6.	Teachers	400	@ 2 teachers per schools
7.	Parents	400	@ 2 parents per schools

Tools

Structured questionnaires will be prepared at various levels to generate primary and secondary information. The following instruments will be used for collection of quantitative and qualitative information.

1. State Level Schedule (SLS)
2. Interview Schedule for SPDs and State Education Secretaries (ES)
3. District Level Schedule (DLS)
4. Block Level Schedule (BLS)\ Town Level Schedule (TLS)
5. School Level Schedules (SLS)
6. Student Level Schedules (CLS)
7. Observation based check list at school level (OBCL)
8. Household \ Dwelling Level Schedule (HLS\ DwLS)
9. Focus Group Discussions at Village level.

Reference period

The reference period of the study will mainly be from **April, 2012 to December, 2016**.

4.2 Duration

The time frame for the study will be three to four months from the date of signing of the contract and release of the first instalment.

Summary Schedule

- Name of the assignment** : "Conducting Evaluation Study of Sarva Shiksha Abhiyan
- Name of the Client** : D/o School Education & Literacy, Ministry of Human Resource Development, New Delhi
- Method of selection** : Quality Cum Cost Based System (**QCBS**). The Technical and Financial Proposals to be submitted in two separate sealed envelopes.

The Proposal submission address is Director (SSA), EE-II Bureau, D/o SE&L, MHRD, Room No. 210-C, Shastri Bhawan, New Delhi -110001.

Time and Date of Opening of Proposals : Will be intimated later on

Place of Opening of Prequalification Proposals : Office of Director, SSA, EE-II Bureau, , D/o SE&L, MHRD, Room No. 210-C, Shastri Bhawan, New Delhi -110001

Validity Period of the Technical and Financial Proposals : Proposal must remain valid 120 days after the submission date. Clarifications may be requested not later than 3 days before the date of Submission of the proposal.

The address for requesting clarifications is : Director, SSA, EE-II Bureau, , D/o SE&L, MHRD, Room No. 210-C, Shastri Bhawan, New Delhi -110001

Proposals shall be submitted in English language. Proposals received after the stated time and date will not be considered and will be returned unopened.

Procedure for Selection of Evaluation Agency

A two-stage procedure viz. Technical Qualification involving Quality and Cost Based System (QCBS) would be adopted with the technical and financial proposals submitted separately in sealed envelopes. The technical evaluation will be completed before the financial proposals are reviewed. For this purpose, application seeking offers will be invited from the short-listed Agencies.

Expected date for contract negotiations and finalization: 30 days from the date of finalization of selection of agency.

The cost to be incurred by the prospective Evaluation Agency/Consultant to prepare the proposals and for negotiating the contract, including any visits to Ministry is not reimbursable as a direct cost of the assignment.

Information relating to evaluation of proposals and recommendations concerning award shall not be disclosed to the Evaluation Agency/Consultant who submitted the proposals or to other persons not officially concerned with the process.

Ministry of HRD reserves the right to accept or reject any of the proposals submitted without assigning any reasons thereof.

MHRD reserves the right to assign the conduct evaluation study covering particular zone/zones or for all the zones.

PROCEDURE FOR SELECTION OF AGENCIES FOR CONDUCTING EVALUATION STUDY (ES) OF THE SARVA SHIKSHA ABHIYAN

The proposals for Evaluation (ES) study will be considered from the identified Institute/Agencies in the country subject to the fulfillment of the following requirements:

1. Procedure for Selection of Evaluation Agency

For inviting proposals for conducting the Evaluation study of SSA from the interested Institute/Agencies/Consultants, the following procedure will be followed:-

A two-stage procedure viz. Quality and Cost Based System (QCBS) would be adopted with the technical and financial proposals submitted separately in sealed envelopes. The technical evaluation will be completed before the financial proposals are assessed. For this purpose, application seeking offers will be invited from the short-listed Agencies, seeking technical and financial bids in separate envelopes.

PROCEDURE FOR SELECTION OF AGENCIES FOR CONDUCTING EVALUATION STUDY (ES) OF THE SARVA SHIKSHA ABHIYAN

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A two-stage procedure viz. Quality and Cost Based System (QCBS) would be adopted with the technical and financial proposals submitted separately in sealed envelopes. The technical evaluation will be completed before the financial proposals are assessed. For this purpose, application seeking offers will be invited from the short-listed Agencies. Seeking technical and financial bids in separate envelopes.

Zonal Distribution

For the sake of administrative convenience and timely completion of fieldwork, entire country has been divided into 5ones as given below

ZONE	No of States	States
1		
2		
3		
4		
5		

Each applicant bidders is to submit separate "Financial Bids" for each Zone for which they are interested and are willing to take up the job. To undertake fieldwork as Executing AGENCY (EC) in above mentioned zones, agencies may submit bid(s) for either a particular zone/zones or all the zones together.

The Financial Bid would be opened for each Zone and thereafter be added to the scores of Technical Bid for arriving at QCCBS(Quality cum-commercial bid selection). **Most importantly, the sequence of Zones for opening FBs would be determined through random draws.**

Submission of Bids

The agency should submit Technical and Financial Bids in the following manner. Technical and Financial bids will be separate for each zone agency applies for. A separate packet should be submitted for each zone and a separate packet should be submitted for all zones together, if the agency is interested to apply for all the zones together and each packet (Outer envelope) will contain Technical and Financial bids in two separate inner envelopes of that zone/all zones.

Evaluators of technical proposals will not have access to the financial proposals until the technical evaluation is concluded. The envelope containing the financial proposal will not be opened till the technical evaluation is complete. The financial proposal of only such bidders will be opened which have obtained minimum qualifying weightage/standards prescribed for the technical proposal.

2. Selection of the Agency

The process of final selection of consultants will start by adopting following steps:

- (a) Preparation of Terms of Reference (ToR);
- (b) Preparation of cost estimate and the budget;

- (c) Preparation and issuance of the Request for Proposals (RFP);
- (d) Receipt of proposals;
- (e) Evaluation of technical proposals: consideration of quality;
- (f) Public opening of financial proposals;
- (g) Evaluation of financial proposal;
- (h) Selection of the winning proposal;
- (i) Negotiations with the selected Consultant, if required;
- (j) Award of the contract to the selected firm.

3. Cost Estimate (Budget)

The cost estimate shall be based on the assessment of the resources needed to carry out the assignment; staff time, logistical support and physical inputs (for example, vehicles, equipment, etc.). The cost of study should be indicated in absolute monetary terms on turnkey basis.

4. Standard formats for Technical proposal

The standard formats for Technical proposals include:-

- (i) Format for Letter of Proposal submission (Form-I).
- (ii) Format for Consultant's organization and experience (Form-II).
- (iii) Format for Approach and Methodology (Form-III).
- (iv) Format for Team Composition (Form-IV).
- (v) Format for Curriculum Vitae of key professionals (Form-V).
- (vi) Format for Work Schedule (Form-VI).

The standard format for financial proposal includes:

- (i) A summary sheet of the cost estimate to be quoted by the Consultant (Form-VII).

5. Late Bids: A late bid, that is received after the specified date and time of receipt, shall not be considered in the selection process.

6. Evaluation of Proposals: Consideration of responsiveness

The evaluation of the proposals shall be carried out in two stages: At the first stage, evaluation of technical proposals would be taken up. The unsigned and incomplete proposal (not responding to the ToR fully and properly) will be summarily rejected as being non-responsive, before taking up the appraisal of the technical proposal for evaluation of quality. Evaluators of technical proposals shall not have access to the financial proposals until the technical evaluation is concluded. The envelope containing the financial proposal is

not opened till the technical evaluation is complete. The financial proposal of only such bidders will be opened which obtain minimum qualifying marks/standards prescribed for the technical proposal. The evaluation shall be carried out in full conformity with the provisions of the ToR.

7. Evaluation of the quality

The Department of School Education & Literacy (D/o S&L) shall evaluate each technical proposal (using the Evaluation Committee, taking into account criteria as prescribed in the RFP; (a) the Agency's relevant experience for the assignment, (b) the quality of the methodology proposed, (c) the qualifications of the key staff proposed and (d) capability for transfer of knowledge. The list of key positions (CVs) is given in Appendix-I. Each of the Responsive technical proposal will be evaluated for the criteria prescribed in the RFP by awarding marks so as to make total maximum technical score as 100. The criteria and Weightage to each criteria or sub-criteria would depend on the requirements of each case and may be fixed objectively.

List of key position (CVs) are given in **Appendix-I**. The criteria for assigning Weightage to key personnel are given in **Appendix-II**. A minimum of 60 marks is essential to qualify for participation in the Bid.

8. Evaluation of cost

After completion of evaluation of quality, those agencies will be notified whose proposal did not meet the minimum qualifying standard, indicating that their financial proposal will be returned unopened after completing the selection process. In case of Quality and Cost Based System (QCBS), Consultants who have successfully satisfied the qualifying standard and obtained the minimum qualifying marks, the date and time set for opening the financial proposals shall be notified. In such a case, the opening date shall not be later than four weeks after the notification date.

The financial proposals shall be opened publicly in presence of the representatives of the technically qualified consultants who choose to attend. The name of the Consultant, the quality scores, and the proposed prices shall be read aloud and recorded when the financial proposals are opened. The Central Evaluation committee (CEC) shall prepare the minutes of the public opening. For the purpose of evaluation, the total cost shall include all taxes and duties for which the employer makes payments to the Consultant and other reimbursable expenses included in the total cost, such as travel, translation, report printing or secretarial expenses. If conditions attached to any financial proposal, which shall have bearing on the total costs as indicated in the proposal, the CEC shall reject any such proposal as nonresponsive financial proposal. However, if the CEC feels it necessary to seek clarification on any

financial proposals regarding taxes, duties or any such matter, the CEC may do so by inviting responses in writing.

9. Selection of the Agency

Under the QCBS procedure, the financial proposals will be ranked in terms of their total evaluated cost. The least cost proposal will be ranked as L-1 and the next higher and so on will be ranked as L-2, L-3 etc. The least cost proposal (L-1) will be considered for award of contract.

The CEC will put up a report on financial evaluation of the technically qualified consultants to the competent finance authority along with their commendation that the least cost proposal (L-1) can be approved/invited for negotiation and for and awarding of final contract.

10. Negotiations and Award of Contract

Negotiations are not an essential part of the selection process. In many cases, however, it is felt necessary to conduct negotiations with the selected agency. Negotiations shall include discussions of the TOR, the methodology, staffing, Providing Government Ministry / Department's inputs, and special conditions of the contract. These discussions shall not substantially alter the original TOR or the terms of the contract, lest the quality of the final product, its cost and the relevance of the initial evaluation be affected. The final TOR and the agreed methodology shall be incorporated in "Description of Services," which shall form part of the contract. Financial negotiations shall only be carried out if negotiations as mentioned above, seeks any change in scope of work having financial bearing on the final prices or of the costs/ cost elements quoted are found not reasonable. In such negotiations, the selected firm may also be asked to justify and demonstrate that the prices proposed in the contract are not out of line with the rates being charged by the Consultant for other similar assignments. However, in no case such financial negotiation should result into increase in the financial cost as originally quoted by the Consultant.

11. Rejection of all proposals and re-invitation

The Union Ministry/ Department will have the right to reject any or all proposals of important agency.

LIST OF KEY POSITIONS (CVs)

List of Key CVs

The list of CVs to be provided as part of the Proposal:

Principal Consultant

- Should have at least 10 years of experience of leading Education/ Education related Governance projects of which the last 2 years should be in the capacity of Principal Consultant.
- Should be a post graduate in Technical/Management Discipline.
- Should have extensive experience of working with Central and State Governments.
- Should have led assignments in Education/ Education related related Project/Programme.
- Number of similar Projects handled: Five of which one in the capacity of Principal Consultant.
- Working with the Agency for at least Two years.

Project Manager(s) (at least 4)

- Should have at least 5 years of experience of Education/ Education related Governance projects of which the last 2 years should be in the capacity of Senior Consultant.
- Should be a post graduate in Technical/Management Discipline.
- Should have extensive experience of working with Central and State Governments.
- Should have led assignments in Education/ Education related Project/Programme.
- Should have been working with the Company for at least Two Years

Team Members (at least 10)

- Should have at least 3 years of experience in the areas of Education/ Education related Projects/Programme.
- Work Experience 2 years on similar projects.
- Working with the Company for at least one year.

Classification of Weightage for conducting Evaluation Study

1. Overall Experience of Firm	20
a. No. and complexity of Education/ Education related Project/Programme (Technical &Elementary including overall Educational))	10
- Private Sector	04
- Government including PSU	06
b. Similar Education/ Education Related Project/Programme Monitoring Assignment	06
- Private Sector	03
- Government including PSU	03
c. Experience of working for States	04
2. Approach and Methodology	40
Detailed approach and methodology	15
Understanding of scope	10
Work Plan and Staffing Schedule	10
Assessment of Plan of study	05
3. CVs of Key Staff	30
Chief /Principal Consultant	05
Project Manager	10
Team Members	15
A Years of relevant experience	04
B Professional Education and Qualification	07
C Years with the firm	04
4. Track Record of previous projects	10
No. of projects completed on time	4
Training capability	3
Capability for transfer of knowledge	3

Impact Evaluation Study of National Horticulture Mission**Format for Letter of Proposal**

Ref. No.

Date

To

The Director (SSA), EE-II Bureau
Ministry of Human Resource Development,
Department of School Education and Literacy
Room No 210-C, Shastri Bhavan,
New Delhi-110001

Subject: Expression of Interest (EOI) for conducting Evaluation study of Sarva Shiksha Abhiyan (SSA).

Sir,

With reference to your ----- dated..... on the subject cited above, we wish to apply for conducting the Evaluation Study of SSA. In this connection, the following documents are submitted in two separate envelopes:

1. Technical bid (duly marked as Envelope No. 1-Technical Bid) containing brief about
 - Our organization and experience
 - Approach & Methodology of study
 - Team composition and CV of key personnel
 - Staffing schedule
 - Work schedule

2. Financial bid (duly marked as Envelope No. 2-Financial Bid) containing Financial Bid
 - Cost estimate

Enclosures: as above

Yours faithfully,

Authorized Signatory

Evaluation Study of Sarva Shiksha Abhiyan

1. Name of bidding agency/ firm/individual:
2. Headquarter
3. Address for Correspondence:
4. Date & country of incorporation (enclose copy of relevant document)
5. Past experience of the firm:
 - 5.1 No. of years experience in carrying out Evaluation Studies:
 - 5.2 Impact Evaluation Study studies carried out:-
 - 5.2.1 In Education and allied sectors:
 - 5.2.2 In Elementary Education:
(Project completion certificates for projects completed during last 10 years to be attached in support of experience)
6. Professional strength
 - 6.1 No. of full time professional engaged
 - 6.2 Location of offices in other parts of India, if any:
7. Financial Strength
 - 7.1 Annual Turnover for last three years (enclose audited financial statement)

Authorized Signatory

Evaluation Study of SARVA SHIKSHA ABHIYAN

Format for furnishing details about Approach & Methodology of Evaluation Study

1. Understanding about the study by the Agency (Maximum 500 words):
2. Approach (500 words)
3. Methodology of study (Details of methodology proposed to be adopted for various aspects of the study viz. selection of location, selection of beneficiaries, sampling method, source of data collection, its documentation, analysis and interpretation, including time period involved, to be provided here).

(Authorized Signatory)

Evaluation Study of SARVA SHIKSHA ABHIYAN

Format for furnishing details about Team Composition (Key personnel proposed to be engaged in the study)

1. Name of Agency
2. No. of full time professional staff available with the agency
3. Team composition for the study

Sl. No.	Name	Area of Expertise	Position assigned	Duration (months)
1.				
2.				
3.				
4.				

(Authorized Signatory)

Evaluation Study of SARVA SHIKSHA ABHIYA

Format for furnishing CV of Key personnel proposed to be engaged in the study

(Separate sheet for each staff proposed to be engaged)

1. Name:
2. Date of Birth:
3. Educational Qualification:
4. Experience:
5. Position held, starting with the latest position:
6. Position assigned in the proposed study; and duration:

(Authorized Signatory)

Evaluation Study of SARVA SHIKSHA ABHIYAN

Format for work schedule

Sl. No.	Activity	Months
1		
2		
3		

(Authorized Signatory)

Format for Financial Proposal

Evaluation Study of SARVA SHIKSHA ABHIYAN

Ref. No.

Date

1. Name of Agency:
2. Reference No. of Technical Proposal:
3. Total amount proposed:
4. Break up of Expenditure:

Sl. No.	Description of activity	Amount
1.		
2.		
3.		
4.		
Total		
Tax and any other liability		
Grand Total		

(Authorized Signatory)
