

**Expression of Interest (EOI)**

**For**

**Services of a Consultancy Organization**

**to**

**REVIEW/APPRAISAL OF RASHTRIYA MADHYAMIK SHIKSHA ABHIYAN**

**(RMSA )**

**Ministry of Human Resource Development**

**Department of School Education & Literacy**

**Room No.: 223, C-Wing**

**Shastri Bhawan, New Delhi – 110115**

**Tel No.: 23383324**

**March, 2017**

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## 1. TEXT OF ADVERTISEMENT

**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 Rashtriya Madhyamik Shiksha Abhiyan (RMSA).

The revised 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](http://www.mhrd.gov.in) and [rmsaindia.gov.in](http://rmsaindia.gov.in).

Further details, if any, may be obtained from Under Secretary (RMSA-III), Room No. 408, C-Wing, Shastri Bhawan, New Delhi-110115 during working hours.

**The agencies who have applied to the EoI published date 03.02.2017 need not apply again.**

Last date for submission of EOI is 13<sup>th</sup> April, 2017 upto 1500 hrs. 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 RMSA” on the top cover:

“Smt. Nazli J. Shayin, Director (RMSA-II), DSEL  
Ministry of Human Resources and Development, GOI  
Room No 223-C, Shastri Bhawan , New Delhi, 110115 ”

Applicants meeting the qualification criteria may be invited for presentation / proposal before the selection committee of MHRD. Bid Document will be subsequently issued to the short listed applicants only.

Nazli J. Shayin  
Director (RMSA-II),  
Deptt. of School Education & Literacy'  
Ministry of HRD, GOI, New Delhi

Note: DSEL, 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 DSEL, MHRD reserves the right to amend/add further details in the EoI.

## 2. LETTER OF INVITATION

**Ministry of Human Resource Development  
Department of School Education & Literacy  
Shastri Bhawan, New Delhi – 110115**

**No.**

**Dated:**

Dear Sir/Madam,

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

The EOI Document containing the details of qualification criteria, submission requirement, brief objective & scope of work and method of evaluation etc. is enclosed.

The EOI Document is also available on the MHRD website [www.mhrd.gov.in](http://www.mhrd.gov.in) and [rmsaindia.gov.in](http://rmsaindia.gov.in).

You may submit your responses in sealed envelopes in prescribed format to the undersigned latest by 13.04.2017.

**“Director, (RMSA-II)”  
Department of School Education & Literacy  
Room No.: 223, C-Wing  
Shastri Bhawan, New Delhi – 110115**

Queries if any may be referred in writing to the Director (RMSA-II), at the above mentioned address or Telephone No. 23383324 or at E-mail: [nazli.shayin.edu@nic.in](mailto:nazli.shayin.edu@nic.in).

S. No.	Critical Dates	Date	Time
1.	Publishing Date	31.03.2017	
2.	Document Download Start Date	31.03.2017	
3.	Document Download End Date	13.04.2017	
4.	Bid Submission Start Date	31.03.2017	
5.	Bid Submission End Date	13.04.2017	15.00 hrs
6.	Bid Opening Date	13.04.2017	16.00 hrs

Yours faithfully,

Director (RMSA-II)  
For & on behalf of President of India

Encl.: EOI Document.

### **3.1 Background:**

The Centrally Sponsored scheme Rashtriya Madhyamik Shiksha Abhiyan (RMSA) was launched in March 2009. The objective of RMSA is to enhance access and improve quality of education at secondary stage, while ensuring equity. The scheme envisages enhancing the enrolment for classes IX-X by providing a secondary school within a reasonable distance of every habitation, improving quality of education imparted at secondary level through making all secondary schools conform to prescribed norms, and removal of gender, socio-economic and disability barriers, universal access to secondary level education by 2017 and universal retention by 2020.

**3.2** In 2013-14, the other Centrally Sponsored Schemes viz ICT in Schools, Girls' Hostel, Inclusive Education for Disabled at Secondary Stage (IEDSS) and Vocational Education (VE) were subsumed under RMSA. Also, as interventions under these schemes extended to aided schools and covered the segment of higher secondary, their subsuming under RMSA has provided for convergence based implementation of RMSA with the inclusion of aided schools and higher secondary segment for certain components.

### **4.0 Aims & Objectives:**

The objective of the review/appraisal is to seek professional opinion on the effectiveness of the scheme, both in terms of financial and physical progress, in meeting its objectives and to suggest measures for midcourse correction for system improvement and better utilization of resources.

### **5.0 EOI Processing Fees**

A non-refundable processing fee for Rs. 5,000/- (Five Thousand Rupees only) in the form of a Demand draft or a Pay Order drawn in favour of "PAO, Ministry of Human Resource Development" Payable at New Delhi has to be submitted along with the EOI response. Bids received without or with inadequate EOI processing fees shall be liable to get rejected.

### **6.0 Venue & Deadline for submission of proposal**

Proposal, in its complete form in all respects as specified in the EOI, must be submitted to MHRD at the address specified herein earlier. In exceptional circumstances and at its discretion, MHRD may extend the deadline for submission of proposals by issuing an amendment to be made available on the MHRD website, in which case all rights and obligations of MHRD and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

## **7.0 Validity of Offer:**

The offer for EOI as per this document shall be valid for a period of three (3) months initially which may be extended further if required by MHRD.

## **8.0 TERMS OF REFERENCE**

The detailed terms of reference are enclosed at **Annexure-I**.

## **9.0 INSTRUCTIONS TO CONSULTANTS**

**9.1** The Expression of Interest is to be submitted in the manner prescribed below:-  
All information as detailed below is to be submitted in two hard copies in separately sealed envelopes and one soft copy in CD:-

- a) Applicant's Expression of Interest as per Format-1.
- b) Organizational Contact Details as per Format-2.
- c) Experience of the organization as per Format-3.
- d) List of three (03) experts/ consultants on payroll as per Format-4.
- e) Financial strength of the company as per Format-5.
- f) Additional information as per Format-6.
- g) Declaration as per Format-7.
- h) Power of Attorney in favour of Authorized Signatory with long and short signatures of Authorized person.

**9.2** EOI Documents have been hosted on the website [www.mhrd.gov.in](http://www.mhrd.gov.in) and [rmsaindia.gov.in](http://rmsaindia.gov.in) may be downloaded from the website.

The bidders are expected to examine all instructions, forms, terms and other details in the EOI document carefully. Failure to furnish complete information as mentioned in the EOI document or submission of a proposal not substantially responsive to the EOI documents in every respect will be at the Bidder's risk and may result in rejection of the proposal.

## **10. Qualification Criteria:**

Following will be the minimum pre-qualification criteria. Each eligible consultant should possess all the following pre-qualification criteria. Responses not meeting the minimum pre-qualification criteria will be rejected and will not be evaluated.

<b>S. No.</b>	<b>Pre-qualification Criteria</b>	<b>Supporting document</b>	<b>Compliance</b>
<b>1.</b>	The Applicant shall either be a (i) trust registered under the Indian Trusts Act, 1882 or the Bombay Public Trusts Act, 1950 (or other applicable laws); or (ii) a society registered under the Societies Registration Act, 1860 (or other applicable laws) or (iii) a not-for profit company, incorporated under Section 25 of the Companies Act, 1956; or (iv) a firm/ company/ partnership/ proprietorship firm registered under the Indian Companies Act, 1956 / the partnership Act, 1932 or (v) Research and Higher educational institutions.	Copy of relevant Certificates	
<b>2.</b>	The firm should be in the business of providing similar consultancy services for at least 03 years as on 31.03.2016.	Certificate by Company Secretary of the Bidder's organization	
<b>3.</b>	The Bidder has to be profitable and should not have incurred loss in any of the last 3 consecutive Financial Years (FY 2013-14, 2014-15 & 2015-16). This clause is exempted in case of a Trust or a society or a not-for profit company or an institution as defined at S.No1 above.	Format-5 to be certified & validated by Chartered Accountant (CA) of the bidder's organization	
<b>4.</b>	The Bidder should have an annual turnover of Rupees 25 Lakh in each of the last 3 consecutive Financial Years (FY 2013-14, 2014-15 & 2015-16) from only consultancy Services rendered in India	CA certified document with name of CA registration number, signature and stamp	
<b>5.</b>	The Bidder shall have experience of providing: (i). Three similar completed consultancy services to Central Govt./State Govt./PSUs/ Govt. bodies in India costing not less than Rs. 20 Lakh each or (ii). Two similar completed services costing not less than Rs.25 Lakh each or (iii). One similar completed services costing not less than Rs. 40 Lakh	Copy of Work Order / Contract	
<b>6.</b>	The consultancy firm should have at least 03 full time consultants on its pay rolls	Certificate by Statutory Auditor or Company Secretary of the Bidder's organization	
<b>7.</b>	The firm should not be blacklisted by any Central Govt. / State Govt. / PSU/Govt. Bodies	Certificate signed by the Authorized signatory	
<b>8.</b>	PAN No. / Service Tax Registration Certificate	Copy of Certificate to be enclosed.	
<b>9.</b>	Preference will be given to agency/organization having prior experience in Review/Appraisal of Centrally Sponsored Scheme for any Central / State Govt. / Govt. Autonomous Bodies.		
<b>10.</b>	The applicants should have their registered offices in India	Details of branch offices in State/UTs, if any, may be submitted.	

## **11.0 Evaluation Criteria and Method of Evaluation:**

- a. Screening of EOIs shall be carried out as per eligibility conditions mentioned in this document and based on verification of testimonials submitted.
- b. EOI will be evaluated for short listing inter alia based on their past experience of handling similar type of project, strength of their man power, financial strength of firm and presentation / proposal to the selection committee whose decision will be final.
- c. Agencies who qualify as per the eligibility conditions will be provided a brief about the RMSA Scheme. The agencies may be required to make a presentation, if required, to a selection committee show-casing their proposals.
- d. MHRD will take up references and reserves the right to pay due heed to the Bidder's performance elsewhere and any past experience from MHRD.
- e. Short listed agencies will be issued Bid Documents and asked to submit their price proposal in a sealed envelope.

## **12.0 Response:**

**12.1** Bidders must ensure that their Bid response is submitted as per the formats attached with this document. Special comments on the objectives and scope of the service projected in the enquiry may also be submitted along with the offer.

**12.2** Application in sealed cover super scribed, as "EOI for Engagement of Consultant for Review/Appraisal of RMSA Scheme of MHRD."

## **13.0 Conflict of Interest:**

**13.1** Where there is any indication that a conflict of interest exists or may arise, it shall be the responsibility of the Bidder to inform MHRD, detailing the conflict in writing as an attachment to this Bid.

**13.2** MHRD will be the final arbiter in cases of potential conflicts of interest. Failure to notify MHRD of any potential conflict of interest will invalidate any verbal or written agreement.

**13.3** A Conflict of Interest is where a person who is involved in the procurement has or may be perceived to have a personal interest in ensuring that a particular Bidder is successful. Actual and potential conflicts of interest must be declared by a person involved in a Bid process.

## **14.0 Condition under which EOI is issued:**

The EOI is not an offer and is issued with no commitment. MHRD reserves the right to withdraw EOI and or vary any part thereof at any stage. MHRD further reserves the right to disqualify any bidder, should it be so necessary at any stage.



**15.0 Last date of submission of EOI:**

The last date of submission of EOI is 13.04.2017 (1500 hrs.).  
Bid Opening Date & Time is 13.04.2017 (1600 hrs.)

**16.0 FORMATS FOR SUBMISSION:**

**FORMAT – 1**

**APPLICANT’S EXPRESSION OF INTEREST**

To,

Director (RMSA-II),  
Room No. 223, C-Wing,  
Shastri Bhawan, New Delhi-110115

**Sub: Submission of Expression of Interest to undertake study on Review/Appraisal of RMSA Scheme of MHRD**

Dear

In response to the Invitation for Expressions of Interest (EOI) published on xx.xx.xxxx for the above purpose, we would like to express interest to carry out the above proposed task. As instructed, we attach 2 sets of the following documents in separately sealed envelopes and one soft copy:

1. Organizational Details (Format-2)
2. Experience in related fields (Format-3)
3. List of experts / consultants on payroll at least 3 (Format-4)
4. Financial strength of the organization (Format-5)
5. Additional information (Format-6)
6. Declaration (Format-7)

Sincerely Yours,

Signature of the applicant

[Full name of applicant]

Stamp.....

Date:

Encl.: As above.

Note: This is to be furnished on the letter head of the organization.

## FORMAT – 2

<b>S. No</b>	<b>Organizational Contact Details</b>	
1.	Name of Organization	
2.	Main areas of business	
3.	The Applicant shall either be a (i) trust registered under the Indian Trusts Act, 1882 or the Bombay Public Trusts Act, 1950 (or other applicable laws); or (ii) a society registered under the Societies Registration Act, 1860 (or other applicable laws) or (iii) a not-for profit company, incorporated under Section 25 of the Companies Act, 1956; or (iv) a firm/ company/ partnership/ proprietorship firm registered under the Indian Companies Act, 1956 / the partnership Act, 1932 or (v) Research and Higher educational institutions.	
4.	Whether the firm has been blacklisted by any Central Govt. / State Govt./PSU/ Govt. Bodies / Autonomous? If yes, details thereof.	
5.	Address of registered office with telephone no. & fax	
6.	Address of offices in India	
7.	Contact Person with telephone no. & e-mail ID	

Enclose:-

1. Copy of Certificate of Incorporation.
2. Copy of Article of Association in respect of 3 above.
3. Undertaking in respect of 4 above.

Signature of the applicant

Full name of the applicant

Stamp & Date

**FORMAT – 3**

<b>Experience in Related Fields</b>					
Overview of the past experience of the Organization in all aspects related to Brand Building related					
<b>S. No</b>	<b>Items</b>	<b>Number of Assignments during last 5 years</b>	<b>Order Value of each assignment in Lakhs of Rs. (Enclose copy of each order)</b>	<b>Mention the name of Client/ Organization (Enclosed completion certificates)</b>	
<b>1</b>	Experience of assignments of similar nature				
<b>1.1</b>	Experience in carrying out similar assignments in Government				
<b>1.2</b>	Experience in carrying out Similar assignments in Public sector.				
	Decision of Evaluating Committee in ascertaining “similar nature” and “similar assignment” will be final.				
				Signature of the applicant Full name of applicant	
				Stamp & Date	

**FORMAT – 4**

<b>List of experts/consultants on payroll ( at least 3 )</b>				
<b>S. No</b>	<b>Name</b>	<b>Designation</b>	<b>Qualification</b>	<b>Relevant Experience</b>
1.				
2.				
3.				
4.				
5.				
6.				

Signature of the applicant  
Full name of applicant  
Stamp & Date

**FORMAT – 5**

<b>Financial Strength of the Organization</b>					
S. No	Financial Year	Whether profitable Yes/NO	Annual net profit (in Crores of Rs.)	Overall annual turnover (in Crores of Rs.)	Annual turnover from only Consultancy services rendered in India (in Crores of Rs.)
1	2013-14				
2	2014-15				
3	2015-16				

Note: Please enclose auditor's certificate in support of your claim.

Signature of the applicant  
Full name of applicant

Stamp & Date

**FORMAT – 6**

**Additional Information**

1. List all enclosures related to the previous sections.

S.NO	Description	No. of pages

2. Additional information to support the eligibility as per Section 7 (Not more than 2 pages).

Signature of the applicant

Full name of applicant

Stamp & Date

## FORMAT -7

### Declaration

We hereby confirm that we are interested in competing for the Consultancy Services to undertake the task related to Review/Appraisal of RMSA Scheme of MHRD

All the information provided herewith is genuine and accurate.

Authorized Person's Signature.

Name and Designation:

Date of Signature:

Note: The declaration is to be furnished on the letter head of the organization.



**REVIEW/APPRAISAL OF RASHTRIYA MADHYAMIK SHIKSHA ABHIYAN (RMSA)**

**TERMS OF REFERENCE**

**1. BACKGROUND**

The Centrally Sponsored scheme Rashtriya Madhyamik Shiksha Abhiyan (RMSA) was launched in March 2009. The objective of RMSA is to enhance access and improve quality of education at secondary stage, while ensuring equity. The scheme envisages enhancing the enrollment for classes IX-X by providing a secondary school within a reasonable distance of every habitation, improving quality of education imparted at secondary level through making all secondary schools conform to prescribed norms, and removal of gender, socio-economic and disability barriers, universal access to secondary level education by 2017 and universal retention by 2020.

In 2013-14, the other Centrally Sponsored Schemes viz ICT in Schools, Girls' Hostel, Inclusive Education for Disabled at Secondary Stage (IEDSS) and Vocational Education (VE) were subsumed under RMSA. Also, as interventions under these schemes extended to aided schools and covered the segment of higher secondary, their subsuming under RMSA has provided for convergence based implementation of RMSA with the inclusion of aided schools and higher secondary segment for certain components.

**2. OBJECTIVES**

The objective of the review/appraisal is to seek professional opinion on the effectiveness of the scheme, both in terms of financial and physical progress, in meeting its objectives and to suggest measures for midcourse correction for system improvement and better utilization of resources.

**3. TERMS OF REFERENCE**

The terms of reference of the study are:-

- (a) To analyze the major outputs of the scheme since its inception vis-à-vis the desired outputs.
- (b) To analyze the financial vis-à-vis physical achievements under the Scheme, vis-à-vis the approvals given.
- (c) To analyze/assess major outcomes of the scheme vis-à-vis desired outcomes with analysis of parameters such as Gross Enrolment Ratio, Drop-out rate, Gender gap, learning outcomes, quality of education, equity aspects etc.

- (d) To analyze the impact of Scheme on quality of education due to interventions such as teachers' recruitment, teachers' training, Curriculum revision, Physical infrastructure, other activities like use of Science kit, Maths Kit, Promotion of Yoga, Project on enhancement of learning, Rashtriya Avishkar Abhiyan, Kala Utsav, Shala Sidhi, Inspirational/Motivational camp.
- (e) To justify/recommend about the continuation of the scheme or otherwise.
- (f) To suggest measures for improvement of implementation and monitoring mechanism for the scheme

### **3. METHODOLOGY**

- (1) A field sample survey of 10 states choosing states in consultation with MHRD from all regions of the country viz. North Eastern Region, South, North, East & West Zones, Himalayan States, UTs etc., will be conducted. During the visit the team will interact with officials at State & District levels and also visit schools assisted under RMSA. Atleast 3 districts including one Special Focus District will be selected randomly for field visit. Also, in each selected district, the team will visit atleast 6 schools covered under RMSA, including rural schools and schools in Educationally Backward Blocks, schools having interventions of ICT in schools, Vocational Education, IEDSS, Girls Hostels etc.
- (2) Review of the various data sources for educational indicators to assess the progress over the years.
- (3) Review of annual accounts and audit reports of state implementing societies (SIS).
- (4) Review of procurement procedures of works/goods/services for optimal utilisation of financial resources.

### **4. TIME SCHEDULE**

A draft appraisal report would be submitted within 3 months of the date of signing of agreement. The major findings of the draft report should be shared with the State Implementing Agency/MHRD. Feedback from the agency/State should be taken into account by the Consultant in the final report in a substantive manner and for the record. Agencies/States will be required to provide written response within 15 days of receipt of draft report. The consultant will submit the final report within 4 months of the date of signing of agreement, after taking into account the comments of the Ministry on the draft report. Four hard copies along with soft copy of the Final Review Report shall be submitted to MHRD within a period of four months from the date of signing of agreement.

## **5. INPUTS TO BE PROVIDED BY MHRD**

MHRD will facilitate interaction of agency/individuals/consultants with the States/UTs as well as their visits to the selected districts and sub-district level units. A representative of MHRD would accompany the team during the State visit. It will also provide copies of (i) Framework for Implementation of RMSA, (ii) Manual of Financial Management and Procurement in RMSA and other data as required by the consultant, (iii) Physical & Financial Progress Reports, (iv) Annual Reports and Audit Reports of Implementing Agencies, (v) Database of Educational indicators.

## **6. DELIVERABLES**

The Consultant shall submit a detailed report indicating the following:

- (i) Status of implementation of the scheme.
- (ii) Status of achievement of desired outputs and outcomes under the scheme.
- (iii) Recommendations on further improvement of scheme with objective of meeting its targets.
- (iv) Recommendations on better use of available data managed through UDISE, NAS, PMS reports of monitoring institutions for project monitoring and control.
- (v) Recommendations on improvement of quality of education with special attention to Girls, SC/ST students, other backward castes and minority students factoring in the educational qualifications of teachers and trainings provided to the teachers.
- (vi) Recommendations on improvement in infrastructure facilities in schools
- (vii) Recommendations on the systems at the field level for ensuring the efficient procurement of requisite/approved works/goods/services and the methodology to be used for the purpose. Also innovative efficient methods may be suggested as against the existing practice.
- (viii) Recommendations on extension of scheme beyond 2016-2017 & extension of scheme to higher secondary level.

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