

Government of India
Ministry of Women and Child Development
(Statistics Bureau)
Jeevan Vihar Building, Parliament Street, New Delhi-1

**Expression of Interest for Selection of a Consultancy
Agency for Sustainable Development Goals Related to
Women and Children.**

1. Invitation from Expression of Interest

1.1 The Government of India invites Expression of Interest (EOI) from reputed Consultancy firms agencies for studying and creating ground work for the adaptability and implementation of Sustainable Development Goals(SDGs) related to women and children. The objective of issuance of this EOI document is to shortlist a potential list of bidders who have the basic competency, capacity and technical expertise to provide the required advisory support to the Government.

1.2 Bidders are advised to study this EOI document carefully before submitting their proposals in response to the EOI Notice. Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

1.3 The advertisement has been published on the Central Public Procurement Portal (CPPP) at www.eprocure.gov.in and in the Ministry of Women and Child Development website at www.wcd.nic.in

2. About the Ministry of Women and Child Development

2.1 Introduction

The Department of Women and Child Development, Government of India, came into existence as a separate Ministry with effect from 30th January, 2006, earlier since 1985 it was a Department under the Ministry of Human Resources Development. The Ministry was constituted with the prime intention of addressing gaps in State action for women and children for promoting inter-Ministerial and inter-sectoral convergence to create gender equitable and child-centred legislation, policies and programmes.

2.2 Vision

Empowered women living with dignity and contributing as equal partners in development in an environment free from violence and discrimination. And, wellnurtured children with full opportunities for growth and development in a safe and protective environment.

2.3 Mission

Promoting social and economic empowerment of women through cross-cutting policies and programmes, mainstreaming gender concerns, creating awareness about their rights and facilitating institutional and legislative support for enabling them realize their human rights and develop to their full potential.2. Ensuring development, care and protection of children through cross-cutting policies and programmes, spreading awareness about their rights and facilitating access to learning, nutrition, institutional and legislative support for enabling them to grow and develop to their full potential.

2.4 Mandate

The broad mandate of the Ministry is to have holistic development of Women and Children. As a nodal Ministry for the advancement of women and children, the Ministry formulates plans, policies and programmes; enacts/ amends legislation, guides and coordinates the efforts of both governmental and non-governmental organisations working in the field of Women and Child Development. Besides, playing its nodal role, the Ministry implements certain innovative programmes for women and children. These programmes cover welfare and support services, training for employment and income generation, awareness generation and gender sensitization. These programmes play a supplementary and complementary role to the other general developmental programmes in the sectors of health, education, rural development etc. All these efforts are directed to ensure that women are empowered both economically and socially and thus become equal partners in national development along with men.

3. Sustainable Development Goals

3.1 With the aim of addressing issues of gender inequalities and combat violence and discrimination against women, the Agenda for Sustainable Development Goals was adopted by the Heads of State and Government and High Representatives on 25th September 2015, in the UN Summit at New York comprising of 17 goals and 169 targets. It included targets aiming at gender equality and empowerment of women.

3.2 Ministry of Women and Child Development is the Nodal Ministry for Goal 5 which says “Achieve gender equality and empower all women and girls”. Gender is an important factor in achieving the SDGs and cuts across all the SDGs. Women’s empowerment is a precondition to achieve the targets of several other SDGs also like poverty eradication, inequality, good health, decent work and economic growth. The Ministry of Women and Child Development is concerned for the following targets for achieving SDGs in India:

- Target 1.3** Implement nationally appropriate social protection systems and measures for all, including floors, and by 2030 achieve substantial coverage of the poor and the vulnerable.
- Target 1.b** Create sound policy frameworks at the national, regional and international levels, based on pro-poor and gender sensitive development strategies, to support accelerated investment in poverty eradication actions.
- Target 2.2** By 2030, end all forms of malnutrition including achieving, by 2025, the internationally agreed targets on stunting and wasting in children under 5 years of age and address the nutritional needs of adolescent girls, pregnant and lactating mothers and old persons.

- Target 3.2** By 2030, End preventable deaths of newborns and children under 5 years of age, with all countries aiming to reduce neonatal mortality to at least as low as 12 per 1,000 live births and under-5 mortality to at least as low as 25 per 1,000 live births.
- Target 5.1** End all forms of discrimination against women and girls everywhere.
- Target 5.2** Eliminate all forms of violence against all women and girls in public and private spheres, including trafficking and sexual and other types of exploitation.
- Target 5.3** Eliminate all harmful practices such as early and forced marriages and female genital mutilation.
- Target 5.4** Recognize and value unpaid care and domestic work through provision of public services, infrastructure, social protection and promotion of shared responsibility within household and family as nationally appropriate.
- Target 5.5** Ensure women's full and effective participation and equal opportunities for leadership at all levels of decision-making in political, economic, and public life.
- Target 5.6** Ensure universal access to sexual and reproductive Health and reproductive rights as agreed in accordance with the programme of action of the ICPD and Beijing Platform for action and the outcome document of their review conferences.
- Target 5.a** Undertake reforms to give women equal rights to economic resources, as well as access to ownership and control over land and other forms of property, financial services, inheritance, and natural resources in accordance with national laws.
- Target 5.b** Enhance use of enabling technologies, in particular ICT, to promote women's empowerment.
- Target 5.c** Adopt and strengthen sound policies and enforceable legislation for the promotion of gender equality and the empowerment of all women and girls at all level.
- Target 8.8** Protect labour rights and promote safe and secure working environments for all workers, including migrant workers, in particular women migrants, and those in precarious employment.

4. Scope of work

- (i) Conduct a detailed study on the status of implementation of Sustainable Development Goal-5 and other SDGs pertaining to the Ministry of WCD and come out with the relevant data.

- (ii) Assessing from the National and sub-National level, the status of achieving the Targets, collecting data on the indicators.
- (iii) Review of existing schemes of the Ministry to align them with identified targets.
- (iv) Strategy/vision/policy/ approach document regarding public awareness campaign on SDG-5 and other SDGs pertaining to the Ministry.
- (v) Coordinate with the States/UTs/Districts for assessing the preparedness for achieving SDGs.
- (vi) Prepare advocacy materials and conduct awareness campaign about SDG goals and Targets.
- (vii) Preparation of Metadata related to various SDGs
- (viii) Collate and consolidate State/UT wise data related to various indicators of SDG-5 and other SDGs for which the Ministry is concerned.
- (ix) Tracking the implementation as per the action plan, budget and monitorable targets on a regular basis, identifying bottlenecks and suggesting measures for improvement.
- (x) Organize workshops, consultations etc. for the implementation of SDGs.
- (xi) To assist in building a repository of documents and data related to SDGs.
- (xii) To assist the concerned Nodal officer in the Ministry by keeping one of the representative of agency in the Bureau.
- (xiii) Any other works assigned by the Nodal Officer in the Ministry for implementation of SDGs.

5. Important dates and information :

S. No	Information	Details
1.	EoI Advertisement release date	15 th June, 2018
2.	Pre-bid Meeting date and time	Will be intimated through Ministry's Website
3.	Closing date and time (deadline) for submission of bids	By 4.00 PM on 02 nd July, 2018
4.	Opening of bids	At 4.30 PM on 02 nd July, 2018
5.	Addressee and address at which proposal in response to RFP notice is to be submitted (either by hand or by Speed Post/Registered Post/Courier)	Shri Indrajit Kuri, Under Secretary Ministry of Women & Child Development (Statistics Bureau) Jeevan Vihar Building Parliament Street New Delhi-110001. Tel: 011-23361305 Email: kuri.indrajit@gov.in or anisha.xaxa@nic.in

6. Instructions to Bidders:

- 6.1 Completeness of Response
- a. Bidders are advised to study all instructions, forms, requirements and other information in the EOI documents carefully. Submission of the bid shall be deemed to have been done after careful study and examination of the EOI document with full understanding of its implications.
 - b. The response to this EOI should be full and complete in all respects. Failure to furnish all information required by the EOI documents or submission of a proposal not substantially responsive to this document will be at the Bidder's risk and may result in rejection of its Proposal.

6.2 EOI Proposal Preparation Costs & related issues

- a. The bidder is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/ presentations, preparation of proposal, in providing any additional information required by MWCD to facilitate the evaluation process.
- b. The MWCD will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- c. This EOI does not commit MWCD to award a contract or to engage in negotiations. Further, no reimbursable cost may be incurred in anticipation of award or for preparing this EOI.
- d. All materials submitted by the bidder will become the property of MWCD and may be returned completely at its sole discretion.

6.3 Pre-Bid Meeting

- a. This Ministry shall hold a pre-bid meeting with the prospective bidders, if necessary. The date, time and venue of pre-bid meeting shall be posted sufficiently in advance on the Ministry's website.
- b. The necessity of pre-bid meeting will be decided on the basis of bidders queries seeking clarification about the EoI document and basic information about the project.
- c. The pre-bid meeting, if held, will relate to the EOI alone and no queries related to detailed analysis of Scope of work, payment terms and mode of selection will be entertained. These issues will be amply clarified in the RFP.

6.4 Responses to Pre-Bid Queries and Issue of Corrigendum

- a. The Nodal Officer notified by the MWCD will endeavor to provide timely response to all queries. However, MWCD makes no commitment or warranty as to the completeness or accuracy of any response made in good faith, nor does MWCD undertake to answer all the queries that may be posed by the bidders.
- b. At any time prior to the last date for receipt of bids, MWCD may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the EOI Document by a corrigendum.
- c. The Corrigendum (if any) & clarifications to the queries from all bidders will be posted on the CPPP's Website www.eprocure.gov.in, and MWCD's website (www.wcd.nic.in) and emailed to all participants of the pre-bid conference.
- d. Any such corrigendum shall be deemed to be incorporated into this EOI.
- e. In order to provide prospective Bidders reasonable time for taking the corrigendum into account, MWCD may, at its discretion, extend the last date for the receipt of EOI Proposals.

6.5 Right to Terminate the Process

- a. MWCD may terminate the EOI process at any time and without assigning any reason. MWCD makes no commitments, express or implied, that this process will result in a business transaction with anyone.
- b. This EOI does not constitute an offer by MWCD. The bidder's participation in this process may result in short listing the bidders.

6.6 Submission of Responses

The bids shall be submitted in a single sealed envelope and superscripted “**Submission of Expression of Interest for selection of Consultancy Agency for Sustainable Development Goals (SDGs) related to women and children**” and “**File reference No.**”. This envelope should contain two hard copies of EOI proposal marked as “**First Copy**” and “**Second Copy**” and one soft copy in the form of a non-rewriteable CD. CD media must be duly signed using a Permanent pen Marker and should bear the name of the bidder.

- a. Bids shall consist of supporting proofs and documents as defined in the Pre-Qualification section.

- b. Bidder shall submit all the required documents as mentioned in templates (Form 1 to Form 3). It should be ensured that various formats mentioned in this EoI should be adhered to and no changes in the format should be done.
- c. Envelope should indicate clearly the name, address, telephone number, Email ID and fax number of the bidder.
- d. Each copy of the EOI should be a complete document and should be bound as a volume. The document should be page numbered (as <page no.> of <total page>), must contain the list of contents with page numbers and shall be initialed on each page by the Authorized Representative of the bidder.
- e. Different copies must be bound separately.
- f. Bidder must ensure that the information furnished by him/her in respective CDs is identical to that submitted by him in the original paper bid document. In the case of any discrepancy observed by the MWCD in the contents of the CDs and original paper bid documents, the information furnished on original paper bid document will prevail over the soft copy.
- g. EOI document submitted by the bidder should be concise and contain only relevant information as required.

6.7 Bid Submission Format

The entire proposal shall be strictly as per the format specified in this invitation for Expression of Interest and any deviation may result in the rejection of EOI proposal.

6.8 Venue and Deadline for Submission

- a. Proposals must be received at the address specified at point 6 of Para No. 5 above within the stipulated date and time specified in point 3 of para No.5.
- b. Any proposal received by the MWCD after the above deadline shall be rejected and returned unopened to the Bidder.
- c. The bids submitted by telex/telegram/fax/e-mail etc. shall not be considered. No correspondence will be entertained on this matter.
- d. MWCD shall not be responsible for any postal delay or non-receipt/non-delivery of the documents. No further correspondence on the subject will be entertained.
- e. MWCD reserves the right to modify and amend any of the above stipulated condition/criterion depending upon project priorities vis-à-vis urgent commitments.

6.9 Short listing Criteria

- a. MWCD will shortlist bidders on the basis of Pre-Qualification criteria and if necessary by evaluating the additional Pre-Qualification criteria mentioned in this Invitation to Expression of Interest.
- b. Any attempt by a Bidder to influence the bid evaluation process may result in the rejection of its EOI Proposal.

6.10 Evaluation Process

- a. MWCD will constitute a Consultancy Evaluation Committee to evaluate the responses of the bidders.
- b. The Consultancy Evaluation Committee constituted by the MWCD shall evaluate the responses to the EOI and all supporting documents & documentary evidence. Inability to submit requisite supporting documents or documentary evidence, may lead to rejection of the EOI Proposal.
- c. Each of the responses shall be evaluated to validate compliance of the bidders according to the Pre-Qualification criteria, Forms and the supporting documents specified in this document.
- d. The decision of the Consultancy Evaluation Committee in the evaluation of responses to the Expression of Interest shall be final. No correspondence will be entertained outside the evaluation process of the Committee.
- e. The Consultancy Evaluation Committee may ask for presentation/ meetings with the bidders to evaluate its suitability for the Consulting assignment.
- f. The Consultancy Evaluation Committee reserves the right to reject any or all proposals.

6.11.1 Pre-Qualification criteria

Sl. No.	Basic Requirement	Specific Requirements	Documents Required
1.	Sales Turnover in Consulting	Annual Sales Turnover generated from consultancy services in India during each of the last three financial years (as per the last published Balance sheets), should be	Extracts from the audited Balance sheet and Profit & Loss; OR Certificate from the

		at least Rs.25 crore (Rupees twenty five crore).	statutory auditor
2.	Technical Capability	<p>Consultant must have successfully completed at least the following numbers of consulting engagement of value specified herein:</p> <p><i>One project of 'similar nature' not less than the amount of Rs.4 crore (Rupees four crore).</i></p> <p>OR</p> <p><i>Two projects of 'similar nature' not less than the amount equal to Rs.2 crore (Rupees two crore) each.</i></p> <p>(‘Similar nature’ means research contracts in the field of issues related to women and children in any Central/State Govt. & Public Sector Undertaking/Private Limited Company within the preceding three years and must have one running contract in any Central/State Govt. & Public Sector Undertaking/Autonomous Bodies/Department/Private Limited Company; and meeting all other requisites</p>	<p>Completion Certificated from the client;</p> <p>OR</p> <p>Work Order + Self Certificate of Completion (Certified by the Statutory Auditor);</p> <p>OR</p> <p>Work Order + Phase Completion Certificate from the client</p>
3.	Debarment	The firm should not be blacklisted by Central/State Government	A Self Certificate letter that the bidder (or any of its

		<p>or any other Government agency.</p>	<p>successor) is not in the active debarred list/blacklist</p> <ol style="list-style-type: none"> 1. Published by DGS&D or Central Public Procurement Portal; <p>OR</p> <ol style="list-style-type: none"> 2. of any procuring Ministry/ Department/PSU/ Bank
4.	Legal Entity	<p>Should be a Company registered under Companies Act, 1956 or a partnership firm registered under LLP Act, 2008</p> <p>Registered with the appropriate authority for VAT/Service Tax/GST</p> <p>Should have been operating for the last three years.</p>	<p>Copy of Certificate of Incorporation; and Copy of Service Tax (GST) Registration Certificate</p>
5.	Manpower Strength		<p>Self Certification by the authorized signatory</p>

Additional Pre-Qualification Criteria (In case more than 8 bidders would be able to qualify the basic eligibility criteria, the additional following criteria may be added as evaluation criteria)

Basic Requirement	Specific Requirement	Marks Allocated	Evaluation Criteria
Understanding of Bidders	Suggested Scope of Work and Approach & Methodology (A&M)	20	<p>Minimum of 15 marks based on Qualitative Assessment of suggested Scope of Work, based on:</p> <ol style="list-style-type: none"> 1. Relevance to the envisaged project 2. Comprehensiveness (maximum 10 marks for each parameter)
	Bidder's Experience in "Similar" Projects (for which Work Order / Completion Certificate are being provided	60	<p>Minimum of 45 marks based on Qualitative Assessment of:</p> <ol style="list-style-type: none"> 1. Learning on Issues 2. Challenges 3. Solution proposed 4. Client Recommendations (maximum 15 marks for each parameter)
	Bidder's Competence	20	<p>Minimum of 15 marks based on Qualitative Assessment of:</p> <ol style="list-style-type: none"> 1. Previous work 2. Research Work/Centers of Excellence 3. Patents 4. Assets in the given project's domain(maximum 5 marks for each parameter)

6.12. Other Documents and Certificates

1. Power of Attorney in the name of the Authorized Signatory

Appendix I: Bid Submission forms

The bidder's are expected to respond to the EOI using the forms given in this section and all documents supporting PreQualification / EOI Criteria. Proposal/ Pre-Qualification Bid shall comprise of following forms:

Form 1: Covering Letter with Correspondence Details.

Shri. Indrajit Kuri, Under Secretary
Ministry of Women & Child Development
Jeevan Vihar Building
Parliament Street
New Delhi-110001.
Tele: 011-23361305
Email: kuri.indrajit@gov.in

Dear Sir,

We, the undersigned, offer to provide consultancy services for studying and creating ground work for the adaptability and implementation of Sustainable Development Goals(SDGs) related to women and children for the Statistical Bureau of the Ministry of Women and Child Development. Our correspondence details with regard to this EOI are:

Sl. No.	Information	Details
1.	Name of the Contact Person	
2.	Address of the Contact Person	
3.	Name, designation and contact, address of the person to whom, all references shall be made, regarding this EOI.	
4.	Telephone number of the Contact Person	
5.	Mobile number of the Contact Person	
6.	Fax number of the Contact Person	
7.	Email ID of the Contact Person	
8.	Corporate website URL	

We are hereby submitting our Expression of Interest in both printed format (2 copies) and as a soft copy in a CD. We understand you are not bound to accept any Proposal you receive.

We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading the short listing process or unduly favours our company in the short listing process, we are liable to be dismissed from the EOI selection process or termination of the contract during the project.

We agree to abide by the conditions set forth in this EOI.

We hereby declare that our proposal submitted in response to this EoI is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Sincerely,

Applicant's Name with seal Name:

Name of Contact:

Title:

Signature:

Form 2: Details of the Applicant's Operations and Consulting Business

Sl.No.	Information sought	Details to be furnished
1	Name and address of the bidding company	
2	Incorporation status of the firm	
3	Year of Establishment	
4	Date of Registration	
5	Registrar of Companies (ROC) Reference No.	
6	Details of company registration	
7	Details of registration appropriate authorities for service tax (GST)	
8	Name, Address, Email ID, Phone Nos. and Mobile No. of Contact Person	

Form 3: Compliance Sheet for Pre-Qualification Criteria

Sl. No.	Basic Requirement	Documents Required	Whether Provided	Reference & Page No.
1.	Sales Turnover in Consulting	Extracts from the audited Balance sheet and Profit & Loss; OR Certificate from the Statutory auditor	Yes/No	
2.	Technical Capability	Completion Certificated from the client; OR Work Order + Self Certificate of Completion (Certified by the Statutory Auditor); OR Work Order + Phase Completion Certificate from the client	Yes/No	
3.	Power of Attorney	Copy of Power of Attorney in the name of the Authorized signatory	Yes/No	
4.	Debarment	A self certified letter	Yes/No	
5.	Legal Entity	Copy of Certificate of Incorporation; and Copy of Service Tax (GST) Registration Certificate	Yes/No	
6.	Manpower Strength	Self Certification by the authorized signatory	Yes/No	