

राजस्थान सरकार  
आर्थिक एवं सांख्यिकी निदेशालय,  
तिलक मार्ग, योजना भवन, जयपुर।

क्रमांक: एफ 5(9)4/सीडीडीपी/एडब्लूपी/डीईएस/2009-10/35120 दिनांक: 14.9.2010

योजना आयोग, भारत सरकार, यू.एन.डी.पी. एवं आयोजना विभाग, राजस्थान सरकार के सहयोग से राज्य में संचालित प्रोजेक्ट "जिला आयोजना हेतु क्षमतावर्धन" के अन्तर्गत निम्नलिखित गतिविधियों के लिये अनुसंधान, प्रशिक्षण एवं दस्तावेजीकरण के क्षेत्र में विशेषज्ञता प्राप्त योग्य एवं अनुभवी संस्थाओं/परामर्शदाताओं से "रुचि की अभिव्यक्ति (Expression of Interest)" के संबंध में इस विभाग द्वारा पूर्व में आमंत्रित E.O.I. संख्या एफ 5(9)4/सीडीडीपी/एडब्लूपी-एक्ट/डीईएस/2009-10/6359 दिनांक 25.02.2010 को किन्ही अपरिहार्य कारणों से निरस्त उपरान्त पुनः "रुचि की अभिव्यक्ति (Expression of Interest)" आमंत्रित की जाती है:-

क्र. सं.	विषय वस्तु का विवरण	अनुमानित लागत (राशि लाख रुपये में)	अनुमानित अवधि
1.	5 कनवर्जेन्स जिलों की विकेन्द्रीयकृत जिला आयोजना के लिए विकास मुद्दों के आधार पर प्रशिक्षण कोर्स एवं विषय वस्तु (ट्रेनिंग मॉड्यूल) तैयार करना।	36.00	3 माह
2.	राजस्थान में विकेन्द्रीयकृत आयोजना पर बेस्ट प्रेक्टिसेज का दस्तावेजीकरण करना।	4.00	1.5 माह (45 दिवस)
3.	जिला मानव विकास प्रतिवेदनों का सार (एब्सट्रेक्ट) एवं हैण्डआउट तैयार करना।	2.50	1 माह

" जिला आयोजना हेतु क्षमतावर्धन" प्रोजेक्ट का संक्षिप्त विवरण एवं योग्यता/पात्रता की शर्तें, चयन प्रक्रिया एवं भुगतान की पद्धति आदि से संबंधित संदर्भ शर्तों की (Term of Reference) विस्तृत जानकारी विभागीय वेबसाइट <http://www.statistics.rajasthan.gov.in> से अथवा आर्थिक एवं सांख्यिकी निदेशालय, तिलक मार्ग, योजना भवन, जयपुर से कार्यालय समय में व्यक्तिशः प्राप्त की जा सकती है।

उपरोक्त गतिविधियों में रुचि रखने वाली एजेन्सियाँ अपने प्रस्ताव निर्धारित विवरणानुसार ऊपर उल्लेखित पत्ते पर विज्ञापन के प्रकाशित होने के 15 दिवस के भीतर-भीतर प्रस्तुत कर सकते हैं।



निदेशक एवं पदेन उप सचिव,  
आर्थिक एवं सांख्यिकी निदेशालय,  
राजस्थान, जयपुर।

## TERMS OF REFERENCE

### **Prerequisite for Eligibility:**

For qualifying, the agency should submit their Expression of Interests in the form of technical proposal along with the following documents:

1. Agency should be registered, hold Income Tax Clearance certificate and should have prior experience in conducting research and/or training module development
2. Detailed description of the agency, including number of employees and major business lines
3. The profile of the principal team members, outlining their expertise and suitability to manage the proposed assignment
4. Titles and description of relevant past expertise in training curriculum designing along with research projects relating to issues described in this EOI
5. Documents related to previous experiences of working with UNDP or other UN agencies in the field of training designing or quantitative/qualitative research
6. Reference list of major clients undertaken in the past five years and size of previous contracts handled
7. Agencies need to demonstrate their ability by providing a sample copy of produced materials to ensure high quality standard of services.
8. Agency should also submit the Audit Reports of last three years

This EOI does not entail any commitment on the part of either UNDP or GoR, in terms of financial or otherwise. It reserves the right to accept or reject any or all EOI without incurring any obligation to inform the affected agency. It should be noted that either UNDP or GoR is under no obligation to invite agencies who express their interest for the subsequent solicitation exercise. The agency will be selected according to the procedures set forth.

### **Selection Procedure:**

1. Interested agencies can submit their EOI in the form of technical proposals as cited above
2. Short listing of agencies shall be done by procurement committee comprises of both Government and UNDP
3. All documents related to agencies will be scrutinized such as physical and financial system
4. Shortlisted agencies will be contacted for demonstration before the procurement committee.
5. Shortlisted agencies should submit the financial bids at the time of demonstration before the procurement committee as per the direction to be circulated later.
6. Agencies must produce documents in simple conversable Hindi language besides providing a copy in English Version as well.
7. Based upon satisfaction of the procurement committee, contract will be signed with the agency concerned as per the terms and conditions of professional service
8. In case of any dispute, the decision of GoR shall be final with no right for legal action

## Project Background:

The Government of India – UNDP supported project “Capacity Development for District Planning and Livelihoods Promotion” is implemented by the Planning Commission (PC) in seven states of India such as Bihar, Jharkhand, Madhya Pradesh, Uttar Pradesh, Chhatisgarh, Orissa and Rajasthan. In Rajasthan, five BRGF districts were selected for programme implementation such as Barmer, Chittorgarh, Sirohi, Sawai Madhopur and Udaipur districts.

The United Nations Development Assistance Framework (UNDAF) 2008-12 recognizes that the national development agenda is now looking beyond growth at social inclusion and effective implementation. UNDAF response to these priorities forms the basis for the proposed GoI - UNDP support to district planning.

As 11th Five Year Plan places strong emphasis on inclusive and rapid poverty reduction and expects decentralized planning to improve effectiveness of development programmes and to facilitate inclusive growth by ensuring equitable participation and benefit sharing by disadvantaged social groups.

The outcome of the “Capacity Development of District Planning” project is ‘Elected representatives and local functionaries performing their role in formulation, execution and monitoring of integrated district development plans and budgets, ensuring participation and inclusion of poor women and men from the SC and ST groups and minorities.’

UNDP support to District Planning will be one of the cornerstones for the Joint GOI-UN programme on District level Convergence to meet Millennium Development Goals (MDGs). This will be done by developing district capacity for results-based planning, resource convergence, implementation and monitoring.

During capacity development, emphasis will be to introduce tools and methods that will ensure that women, especially from the disadvantaged groups have an important role to play in the envisioning process as a whole for the plan preparation. The support will be linked closely with the activities and outputs supported by other UN agencies related to decentralized planning (such as UNICEF and UNFPA).

The outputs of this project are as follows:

- a. Strengthened training institutions and enabling policy framework to develop capacity of officials and PRIs in seven UNDAF states on District Planning.
- b. DPC members and officials and PRI members (of all the three levels) in 5 convergence districts of Rajasthan need to be trained to undertake district planning.
- c. State government capacities and coordination mechanisms strengthened leading to design and implementation of inclusive, need-based district development plans.
- d. Replicable approaches to participatory and inclusive planning and monitoring integrated in district planning process.
- e. Feedback to Planning Commission and other national and state institutions to refine guidelines, schemes, manuals and training programmes on decentralized district planning provided.

## Scope of Work for the agency:

The following will be the expected key deliverables from the agency:

### 1. **Developing training course and contents on Millennium Development Goals for localizing/ decentralized planning and democratic governance in convergence districts**

It is proposed to train government officials, elected members and civil society at all levels to develop their understanding on local issues by linking to the Millennium Development Goals and 11<sup>th</sup> Five Year Plan of India and further specific to the state and even districts:

**State Level (2 days):** State Level officers involved in state and district planning to be trained on inclusive planning, MDGs, sessions on State's development issues focusing issues of the convergent districts in particular.

**District Level (3 days):** Training on inclusive planning, MDGs, development targets, tools for planning, monitoring and strengthening community based organizations for participation at District, Block and Panchayat levels etc.

**Block Level (3 days):** Training on inclusive planning, MDGs, development targets, tools for planning, monitoring, strengthening community based organization and their participation in Block and Panchayat Plans etc.

To ensure quality training at above mentioned level, the agency need to develop high standard training course and contents on development indicators by localizing Millennium Development Goals and issues which could be tested in convergent districts and then could be recommended for inclusion in training programmes by HCM-RIPA and IGPRS.

The agency should select the best combination of participatory methodologies, techniques and tools in the preparation of training modules through consultation with the multiple stakeholders. Similarly, the delivery of training should also be participatory and inclusive in nature to have greater retention among the participants.

The agency should provide more number of illustrations from the local contexts in the preparation of training modules so that more interests are developed among the targeted participants to re-think and strategize for effective decentralized planning and replicate in their field of services.

The agency should prepare specific modules as per the requirements of the blocks, districts and state level separately and may be from the perspectives of different stakeholders.

## **2. Documentation of Best Practices on Decentralized Planning in Rajasthan**

It is proposed that best practices related to decentralized planning initiated by any agency in the State (by Media, NGO and Govt. etc) to be documented. Those documents will help in taking our projects or programmes activities further and to support convergence districts to replicate/ derive models to improve decentralized planning.

## **3. Preparation of Abstract and Handouts of District Human Development Reports**

It is proposed to launch District Human Development Reports/its Abstract at district level inviting stakeholders to discuss use of DHDRs in district annual plans and taking out issues and recommendations made in DHDRs which could be included in the latest annual plans. The same launch, discussion and prioritization of issues and recommendation to be done at Block level as well. Hence, the agency should prepare the abstracts of DHDRs of convergence districts of Rajasthan.

### **Mode of Payment:**

The mode of payment to the selected agency will be done through installments based upon the assessment of the completion of work by the procurement committee. The Earnest Money and Security Deposit will be deposited by the agency as per GF&AR at the time of execution of contract.