

REQUEST FOR PROPOSAL (RFP) FOR EMPANELLMENT OF THIRD PARTY AGENCIES FOR EVALUATION OF THE CENTRAL SECTOR SCHEME “FORMATION AND PROMOTION OF 10K FPOs”& OF LEAD INSTITUTE.

I. Objectives:

1. Assess the progress of implementation of scheme at block, district and State level
2. Evaluation of the scheme on basis of key outcome indicators.
3. Verify process and procedures undertaken for Formation and Promotion of FPOs.

II. Scope of Work

The Scheme to be covered: -

1. Central Sector Scheme for “Formation and Promotion of 10,000 Farmer Producer Organizations (FPOs)”

III. Scale of work:

Third party agencies shall be empanelled from all over the country for particular District(s) depending upon their Area of operation. The Third-Party Agency should have a local presence to ensure knowledge of local agriculture crops and patterns as well as local language.

The third part agencies shall be required to visit the FPOs. The Third-Party agencies shall cover about 10% of FPOs formed under the project. Thus approximately 1000FPOs across the country will be covered. The number would vary from district to district and the assessment shall depend upon the date of incorporation of FPO.FPOs shall be selected by random sampling method. The list of FPOs to be visited would be drawn and shared with agencies as soon as they are empanelled. The list will include all documentary/basic information as per National Project Management Agency (NPMA) records. The list of FPOs formed is updated every month and would be made available to third-party agencies for the State /district(s) for which they are empanelled. It is envisaged that the evaluation shall be completed within a period of six months.

IV. Lead Institute:

A Lead Institute will also be engaged to collate, analyse and also give recommendation about the scheme implementation. The copies of the report of all the third party agencies empanelled will be sent to the lead Institute as per the time schedule prescribed at point no VI. It will be the primary responsibility of the lead institute to collate the data and submit a consolidated monthly report to the SFAC. Lead Institute may be any state or central university or any other institution that will be empanelled, along with the other third party agencies

VI. Eligibility Criteria:

1. State and Central Agriculture Universities and their KVKs Network, other Central and State Government Research and Extension Institutes shall be eligible to apply.
2. The agency should have prior experience of conducting evaluation studies.

3. The Agency should have sufficient field level extension worker/ scientist staff.
4. Preference shall be given to Agency on the basis of experience and number of field level extension officials.
5. Any organizations which are associated with the 10,000 FPO scheme including being an IA or CBBO/ VCO shall not be eligible for empanelment due to conflict of interest.

VI. Reports:

The Third Party Agencies would submit monthly reports in respect of their activities undertaken during the previous month indicating the district-wise break-up of the number of FPOs and the number of FPOs visited. This would establish percentage of FPOs visited. A draft report should be submitted by the third party agencies to lead institute before 5th of the succeeding month. After collating and analyzing the reports, lead Institute along with the third party agencies shall discuss the draft report with SFAC between 5th to 10th of succeeding month. Based on the discussion, the final Report for the month will thereafter be submitted to SFAC latest by 15th of succeeding month. At the end of the completion of the evaluation exercise, a final report shall be submitted by the Lead Institute after collating, analysing and shall give recommendations about the scheme implementation and promotion.

VII. Man days and Costing:

The amount of INR 6000/FPO, which also includes all admin costs like lodging, boarding travels etc will be given to third party agencies. An amount of INR1000/FPO would be given to the Lead Institute for collating and analyzing the report.

VIII. Payment Conditions: 25% of the total amount will be released to the third party agencies as an advance, 50 percent will be released after submission of draft report and the rest 25 percent after submission and acceptance of the final report by SFAC. 50 % of the amount will be released to Lead Institute at the time of submission of the draft report to SFAC and the rest 30 percent after submission and acceptance of the final monthly report by SFAC. 20% amount shall be released after submission and acceptance of the final report by SFAC after completion of evaluation exercise.

IX. The pre-qualification and experience shall be assessed in line with the organizational needs and the decision with respect to empanelment of Agency shall remain solely with the Competent Authority i.e. Managing Director, SFAC.

X. Confidentiality of Data & Documents: The agency shall not divulge any information, data or reports/documents handled as part of their work to any party and person for pecuniary gains or even otherwise, without the prior approval of Competent Authority.

XI. Conflict of Interest: The agency shall in no case represent or give opinion or advice to others or indulge in any activity which is adverse to the interests of the SFAC.

XII. Termination of Contract: The appointment is of a temporary nature and SFAC can cancel the engagement at any time without providing any reason for it. However, in the normal course one month's notice is needed from either side.

XIII. Reservation of Rights: The SFAC reserves the right to reject any application without obligation.