



## CORRIGENDUM



### REQUEST FOR PROPOSALS(RFP)

#### Odisha PVTG Empowerment & Livelihoods Improvement Programme (OPELIP)

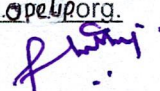
This is with reference to release of advertisement inviting RFP on hiring of service provider/ agency/ firms /institute for;

- a. *Impact Assessment of livestock schemes in OPELIP*
- b. *Process documentation of Convergence schemes in OPELIP*

*The following modification is made on the proposal.*

- i. The sample size for the above assignments have been modified as follows; MPA-6, HHs-540 will be studied.
- ii. The bid period for sl no. (a) is extended up to 3.30 pm, **14.08.2023** instead of 08.08.2023 & bid will be opened at 4.00 pm on same day.

For further details please refer website [www.opelip.org](http://www.opelip.org).

  
Programme Director, OPELIP

## Instructions to Firm/Agencies/Consultant

### *Impact Assessment of livestock schemes in OPELIP areas*

1. The SC&ST Department, Govt of Odisha has received financing from the International Fund for Agricultural Development (“the Fund” or “IFAD”) towards the cost of *OPELIP* (“the client” or “procuring entity”), and intends to apply part of the proceeds for the recruitment of consulting services to undertake research/evaluation studies on selected areas/subjects, for which this RFP is issued.
2. The client now invites Request for Proposal (RFP) from legally constituted consulting firms (not individual consultants) to conduct a study on *Impact Assessment of livestock schemes in OPELIP areas*. A detailed requirement on these consulting services are provided in the terms of reference (TOR) which may be seen in the website of OPELIP. The legally constituted consulting firm is required to submit the following documents:
  - I. Proof of registration and existence & provide a self-attested copy of registration, PAN number and self-attested copy of PAN card.
  - II. Should not have been blacklisted by Central/State Govt./Govt. agencies and provide a self-declaration by the authorized representative (self-declaration to this effect)
  - III. The audited financial statements for the period 2020/10, 2021/22 & 2022-23.
  - IV. The agency must have Annual Average Turnover of Rs. 5 Lakhs for last 3 years as on 31.03.2023 (Audited certificate must be attached).
  - V. The agency must have field experience and documentation in ST/PVTG areas. Earlier documentation on PVTG will be added advantages for the agency.
  - VI. Minimum three (3) years of experience in conducting survey, documentation, impact assessment etc. with special focus in PVTG areas.

**Procedure:** the selection process will be conducted using *Least cost Selection*. The agency will submit detailed technical and financial proposal in two separate covers superscribing ***Financial and technical in respective covers and putting these two covers in another cover which will contain both the proposals (Technical & Financial)*** as per requirement. The evaluation will include a review and verification of qualifications and past performance, including a reference check, prior to the award of the contract.

**Submission Procedure:** interested eligible organizations may submit RFP using the template provided for this purpose (in the TOR) through Register post/ speed post/general post/courier. Your RFP should comprise one (1) original copy along with document. RFP shall be submitted to the address below no later than 8<sup>th</sup> August 2023 at 1530Hrs.

### **ODISHA PVTG EMPOWERMENT AND LIVELIHOODS IMPROVEMENT PROGRAMME**

ST & SC Development Department, Govt. of Orissa

TDCCOL Building , 2nd Floor, Rupali Square

Bhoi Nagar, Bhubaneswar - 751022

E-mail: [support@opelip.org](mailto:support@opelip.org)

Phone: 91+674-2541772, 2542709

## **Terms of Reference (ToR) for conducting Impact Assessment of Livestock schemes under Odisha PVTG Empowerment & Livelihoods Improvement Programme (OPELIP)**

### **1.1. Background**

Government of Odisha in partnership with International Fund for Agriculture Development (IFAD) has taken up Odisha PVTG Empowerment & Livelihoods Improvement Programme (OPELIP) meant for livelihoods Improvement of 13 Particularly Vulnerable Tribal Groups in the State. The goal is to improve their living condition and reduction of poverty.

The programme is being implemented through 17 Micro Project Agencies in 12 districts, 89 Gram Panchayats covering 1125 habitations (Hamlets/villages). The programme targets to cover 96651 households during 8 years programme period. The key objectives of the programme are: Food & nutrition security, ensuring livelihoods opportunities, capacity building of PVTGs, entitlements over land & forest, improved agriculture practices for increase in production, establishment of micro enterprises as alternative source of livelihoods and ensuring community infrastructure.

OPELIP interventions are implemented in 17 Micro-Project Agency (MPA) areas located in twelve districts of Odisha namely Malkanagiri, Rayagada, Angul, Deogarh, Ganjam, Nuapada, Keonjhar, Sundergarh, Gajapati, Kandhamal, Kalahandi and Mayurbhanj. The programme directly covers 96651 households comprising PVTGs, ST, SC and Others in the programme villages directly.

### **1.2. Goal and Objectives of OPELIP**

The overall goal of OPELIP is to achieve 'enhanced living conditions and reduced poverty of the target group households. This is sought to be achieved through realizing the development objective of enabling improved livelihoods and food & nutrition security primarily for 27308 PVTG households, 39969 other tribal households and 29374 other poor and Schedules Caste (SC) households. This in turn will be achieved via building the capacity of the target households, securing them their entitlements over land and forest, improving their agricultural practices for enhanced production, promoting income-generating micro-enterprises for alternate livelihoods and ensuring access to education, health and other services and improving community infrastructure.

**Programme Components:** The OPELIP has four major components, namely

- (i) Community empowerment,
- (ii) Natural Resource Management (NRM) and livelihoods enhancement;
- (iii) Community infrastructure and drudgery reduction and
- (iv) Programme Management.

### **1.3. Livestock Schemes under OPELIP**

The aim of the Livestock schemes is to support PVTG Women Self Help Groups (WSHG) and individual HHs of OPELIP to take up commercial goat rearing units and poultry for enhancing livelihoods and incomes of PVTG HHs in particular and other deprived households in general.

**The main objectives of the livestock interventions are:**

- To enhance livelihoods and incomes of SHG members/ individual HHs through commercial goat farming and poultry rearing.
- To facilitate the market linkage and make necessary strategy for smooth linkage.
- To provide employment generation and economic upliftment of (PVTG) WSHG households / individual HHs.
- To support the nutritional requirement of the PVTGs through consumption of animal protein.

The PVTG WSHGs / individual will be recommended by the Village Development Committee / Association and provisionally selected by the Junior Agriculture Officer, Social Mobiliser of MPAs and Livelihoods & Rural Finance Officer, Livestock Inspectors of FNGOs as per criteria in the programme.

The Block Level Inspection Teams are formed consisting of the following members to undertake a joint verification of the proposed sites of the selected SHGs for setting up of the Animal Husbandry project.

### **2.1. Purpose and Scope of the study**

The proposed study is to assess the impact of the livestock schemes under the program (goatery and poultry) covering women SHGs and beneficiary households under OPELIP. The study would review Schematic guidelines, process and programme interventions made by OPELIP prior to preparation of evaluation design and tools. It would try to assess impact on income and standard of living of beneficiary households and women SHGs. The study would assess efficiency and effectiveness of interventions under livelihood schemes. Besides, it would try to understand the changes that it has brought about in income enhancement, poverty reduction, and quality of life of beneficiary households directly and community indirectly. Socio-economic conditions of target beneficiaries will be studied through door-to-door household survey. Their perception with regard to the schemes and benefits will be explored during impact assessment survey. The perception of community at village level will be recorded during Focus Group Discussion (FGD). Gaps and suggestions will be explored from Key stakeholders including Block Level Inspection Teams, FNGOs, MPA officials, CRPs etc. For the purpose, a sample of 6 Micro Project Agencies (MPAs) will be covered. Accordingly, sample Gram Panchayats, villages and target beneficiaries will be drawn on random basis.

### **2.3. Study Objectives**

The **overall objective** of the study is to assess the impact of livestock programme interventions on the economy, livelihood and quality of life of PVTG people covered under OPELIP.

**Specific objectives** of the study are as follows:

- a. To study the impact of livestock programme interventions on the livelihood, economy, drudgery reduction and quality of life of PVTG beneficiaries.
- b. To make a comprehensive process documentation of the livestock programme interventions starting from selection of beneficiaries, planning, phases of implementation, forward and backward linkages and identify the gaps, scope for sustainability of programme implementations.
- c. To examine the appropriateness of the livestock programme interventions taken up under OPELIP for addressing the livelihoods and empowerment needs of the target beneficiaries.
- d. To make an analysis of the profits/benefits accrued from the livestock interventions by the PVTG beneficiaries in terms of income enhancement, drudgery reduction, and other aspects towards which the intervention was targeted.
- e. To understand the gaps in programme design, planning and identify the schemes bottlenecks/challenges, if any,
- f. To document good practices/case studies of interventions positively impacting the PVTG beneficiaries.



- g. To suggest recommendations for effective implementations of livestock schemes for future actions on the basis of the identification of the felt needs of the PVTG beneficiaries in the study area.

## **2.4. Approach and methodology**

### **Study Design**

The study will adopt observational study design to capture relevant data from the PVTG beneficiary households and WSHGs covered under OPELIP to understand the relevance and usefulness of various livestock schemes activities taken up under OPELIP for the development and economic empowerment of the people. The study will be exploratory and empirical in nature with a mixed method approach. Both qualitative and quantitative techniques will be used with regard to data collection and analysis. The participatory approach will be adopted during the course of the study to understand the impact of different livestock schemes taken up under OPELIP at the household and group/ community level.

## **2.5. Key Research Questions**

- a. Has OPELIP livestock schemes/programs planned/ designed / implemented as per the local needs in terms of skills, capacities, resources, challenges, etc?
- b. Has there been any improvement in household economy and quality of life?
- c. How collaboration and convergence approaches have been conceptualized and implemented for the PVTG beneficiary households?
- d. Any change observed at the household level with respect to livelihood opportunities and income?
- e. What are the indications of sustainability and replicability?

## **2.6. Review of Literature**

Available literature such as OPELIP intervention plan, project specific documents, monitoring and progress reports, to be reviewed to understand the status of the Livestock scheme/programme interventions and the logic behind. During the study process, secondary information shall be collected from FNGO, MPA and OPELIP and will be reviewed to understand various initiatives taken by OPELIP that are incidental to improvement of livelihood and economy of covered beneficiaries through Livestock schemes/programs interventions.

## **2.7. Study Universe and Sampling:**

- a. The universe of the study is limited to sample 6 MPAs (to be selected in consultation with OPELIP State office). Purposive sampling method will be followed for selection of MPAs to make the geography and the interventions representative of the OPELIP. The MPAs will be selected in such a way that the chance of each community / sub-community will be there. Therefore 6 MPAs i.e. HKMDA Jahipur, PBDA Deoghar, DKDA Chatikona (Rayagada) , KKDA Kalahandi, DDA malkanagiri, SDA Gajapati. Maximum tribes are covered through this sampling.
- b. In the select study area, 54 villages will be drawn through simple random and multistage sampling (3 villages per Gram Panchayat, 3 GPs from each MPA) to assess the impact of livestock schemes and its outcome covering 540 HHs for survey.
- c. For the purpose, 10 beneficiary households and 2 WSHGs will be the units of study in each village.

- d. For a comparative impact assessment, one non-beneficiary target group and one non-beneficiary household will be covered in the study area.
- e. A total of 540 beneficiary households and 162 beneficiary target group shall be studied in detail using appropriate tools and techniques for primary data and observations. Besides, 81 non-beneficiary households and 81 non-beneficiary target group (WSHGs) will be covered for a comparative assessment.

## **2.8. Indicators of Assessment:**

- a. Income enhancement of the beneficiaries through livestock schemes/programs prior to OPELIP intervention and during OPELIP phase
- b. Drudgery reduction and improvement in quality of life of the individual and WSHG beneficiaries (under both goatery and Poultry schemes).
- c. Increase in assets, savings, investments and decrease in trends of indebtedness, loans and liabilities
- d. Improvement in farm productions, other income sectors towards resilient household economy
- e. Social and economic wellbeing of the households supported under OPELIP.

## **2.9. Study Methodology Tools / Instruments:**

As the study is based on both primarily and secondary sources of data, a detail data collection framework / checklist will be developed to capture required data / information from different sources. Structured schedules will be designed to collect information from different sources / stakeholders. The study instruments that are designed and will be administered are as follows.

- a. Structured Schedule for Household Interview (livestock scheme wise different schedules);
- b. Semi-Structured Format for Focus Group Discussions (FGD);
- c. Key informant interview (KII)
- d. Structured Checklist for Secondary Information;
- e. Case studies

**NB. The agency will be developing all the tools mentioned above.**

Focus group Discussions and Key Informant Interviews will be done at the village level to understand the impact of the livestock schemes/programs interventions on the lives and livelihoods of the OPELIP beneficiary households, and examine the appropriateness of the interventions taken up towards addressing problems of the target households. Besides, stakeholder meetings and personal interviews of the key functionaries of FNGO/ MPA of each of the sample MPAs will be done.

## **2.10. Data Analysis Frame**

- a. Specific benefits by type of households
- b. Process documentation of Livestock scheme/programme interventions
- c. Livestock scheme/programme specific benefits by type of households
- d. Livestock scheme/programme specific profitability/ income of the households
- e. Improvement in quality of life (education, health, financial services, market linkages, assets, resilient household economy, basic amenities)

## **2.11. Statistical and descriptive Analysis**

- a. Descriptive statistics (Mean, Frequency distribution, percentages etc) based on household data
- b. Well-being indexing
- c. Observations on FGD/KII
- d. Case narrative

## 2.12. Key Deliverables

- a. Finalization of Evaluation Design with OPELIP
- b. Assessment Tools / Instruments
- c. Draft Assessment Report
- d. Final Assessment Report
- e. Submission of reports (soft & hard), excel sheet, word file and photographs

## 2.13 Time Frame

The study is to be completed within 75 days from the date of signing the agreement or date of training.

## 2.14. Proposed Team Structure

Designation of Human Resources	No. of Persons	Period of engagement (days)

**2.15. Tentative Budget:** the total budget for the study is fixed for Rs. 10.00Lakhs. however, the agency need to give the below table calculating the cost for each items.

SINo	Head of Expenditure	UnitCost (INR)/day	Duration (no of days)	Total Cost (INR)
1				
2				
3				
4				
5				
6				
7				
8				

## 2.16. Payment milestones:

- a. 1st instalment of 50% of the total cost may be given to the agency after engagement of staff, submission of visit schedule and imparting training.
- b. Balance 50% of the total project cost may be placed with the agency after submission of report and all documents to the programme.

## How to Apply?

The organization/ firm/ agency with relevant experience has to submit their quotation with other relevant documents in a single sealed cover as per the format at Annexure to the Programme Director, OPELIP, 2<sup>nd</sup> Floor, TDCC Building, Bhoi Nagar, Bhubaneswar-751022 so as to reach the above office by 3.30 pm of 8<sup>th</sup> August 2023 through registered post/ speed post/ courier service/General post.

### **Contact Persons**

The Organization shall nominate an officer for coordinating the assignment with the Programme Management Unit (PMU) of OPELIP. The Programme Officer (Community Institutions & Rural Finance) shall coordinate from the PMU for the assignment.

### **Letters and Declaration to accompany the quotation:**

The quotation (Annexure-I) must be accompanied by a letter on official letter head of the organization/ firm/ agency, showing the full registered and trading name(s), trading and registered office address of the organization/ firm/ agency and the place of incorporation and mentioning the followings:

- We have examined the information provided in your terms of reference and offer to undertake the work described in accordance with requirements as set out in the TOR.
- The quotation has been arrived at independently and without consultation, communication, agreement or understanding (for the purpose of restricting competition) with any other organization/ firm/ agency invited to submit proposal for this contract.
- We confirm that all personnel named in the proposal will be available to undertake the services.
- We confirm that there are no personal, financial and business activities that will, or might, give rise to a conflict of interest, if we were awarded this work.
- We confirm that the organization/ firm/ agency
  - a. Are not or have not been the subject of any proceedings or other arrangements relating to bankruptcy, insolvency or financial standing. (Self-certification need to be given by the agency)
  - b. Have not been convicted of any offence concerning professional misconduct. (Self-certification need to be given by the agency)
  - c. have not been convicted of corruption including the offence of bribery (Self-certification need to be given by the agency)
  - d. We agree to bear all costs incurred by us in connection with the preparation and submission of this proposal and to bear any further pre-contract costs. (Self-certification need to be given by the agency)

I confirm that I have the authority of [name of organization/ firm/ agency] to submit proposal and to clarify any details on its behalf.

### **Packaging and Delivery of Proposals:**

Proposals must be delivered in a single sealed envelope labeled with “Quotation for Impact Assessment Study of OPELIP on Livestock”

The proposal should be addressed to the Programme Director, OTELP, 2<sup>nd</sup> Floor, TDCC Building, Bhoi Nagar, Bhubaneswar-751022. OPELIP accepts no responsibility for the premature opening of any incorrectly marked or unsealed Proposals.



Proposals must be received at OPELIP at Bhubaneswar by 3.30PM on the due date (see how to apply). **Proposal received after the due date and time will not be accepted under any circumstances and will be returned unopened.** No special pleadings will be entertained.

**Evaluation:**

All the quotations received by due date and time will be opened at **15.30PM on 8<sup>th</sup> August 2023** at PMU, OPELIP, Bhubaneswar by a committee constituted by competent authority in presence of representatives from the Organizations submitted the quotations. No TA/ DA will be paid to the representatives for the purpose. OPELIP bears no responsibility in case of absence of any or the entire representatives of organizations submitted the quotations during the opening of quotation. The lowest quoted organization meeting all the eligibility criteria as per ToR will be awarded the job.

**Competent Authority:**

Programme Director, OPELIP will be the competent authority for this assignment and any contract thereof. The rights of the Competent Authority will be as under:

- Modify scope of work at the time of the award of the contract. Such modifications will be discussed and agreed with the preferred organization
- May further negotiate price with the lowest quoted organization fulfilling all eligibility criteria.
- Reserves the right to accept or reject any proposal without assigning any reason there to.

**Penalty:**

In case of delay in submission of the output as against the stipulated time schedule a penalty will be charged @ 0.5% of order value of work for each week of delay.

**Settlement of dispute:**

Any dispute or difference what-so-ever arising before OPELIP and the firm/agency out of or relating to the output development meaning scope, operation or effect of the agreement or the validity or breach thereof shall be settled by reference to the **Programme Director, OPELIP** whose decision shall be final and binding upon both OPELIP and the firm/agency.

**Tentative Report Structure**

Foreword  
Acknowledgement  
Executive Summary

**Chapter I: Introduction and Background**

- 1.1 Introduction (OPELIP and its Approach)
- 1.2 Literature Review
- 1.3 Study Purpose, Objective, Approach and Methodology
- 1.4 Study Limitations

**Chapter II: Life and Living of PVTGs covered**

- 2.1 Briefing on the PVTGs in respective MPAs
- 2.2 Economy and Livelihood of People
- 2.3 Development issues and ongoing development interventions

## 2.4 Conclusion

### **Chapter III: Livestock Scheme/Programme Planning and intervention**

- 3.1 Planning Initiatives under OPELIP for **Livestock Scheme/Programme**
- 3.2 Identification of beneficiary and role of VDC and other stakeholders
- 3.3 Beneficiary Participation in Planning Process
- 3.4 Actors involved in facilitation of **Livestock Scheme/Programme** promotion
- 3.5 Process documentation of **Livestock Scheme/Programme** studied
- 3.6 Conclusion

### **Chapter IV: Implementation of Livestock Scheme/Programme**

- 4.1 Type of **Livestock Scheme/Programme** Supported by OPELIP and taken up by PVTG households
- 4.2 Beneficiary skill and capacity building
- 4.3 Support services for **Livestock Scheme/Programme** promotion (Technical and financial, handholding support)
- 4.4 Forward and backward linkages, convergence approach
- 4.5 Ease of doing business
- 4.6 Cost Benefit by the livestock schemes Type and Income from livestock schemes
- 4.7 Challenges and difficulties
- 4.8 Conclusion

### **Chapter V: Findings and observations**

- 5.1 Major findings from the study
- 5.2 Learning outcomes
- 5.3 Suggestions and recommendations
- 5.4 Concluding remarks

### **Annexures**

**Note:** *The report structure is tentative may be changed based on the findings of the assessment. Some of the sections may be clubbed in the final report with modified content.*

**Annexure-I**

### **FORMAT FOR SUBMITTING QUOTATION**

## Part-1: ORGANIZATION DETAILS

Name of the firm	
Date of establishment	
Country of registration	
Full address of the firm	
Focal point: name, position, contact information (telephone, email):	Name:
	Tel:
	Email:
Number of branches in the country	
Country(ies) of operations with number of branches in each country	
Number of full-time employees	
Number of part-time employees	
Field(s) of expertise of the firm	
Number of professional staff with experience related directly to the assignment	
Subsidiary and associated companies ( <i>wherever applicable</i> ): (details in the following format to be provided for all associates) – (i) Name of the company (ii) Nature of business (iii) Address of the company (iv) Website of the company (v) Brief description of company (maximum of 120 words)	
Any other information that the consultant would like to add:	

**Part-2: Composition of proposed survey team and CVs of the team in brief**

Sl. No	Name & address of survey team members	Age	Sex	Educational qualification	Relevant experience in conducting similar exercise (mention name of any 3 nos. of jobs carried out and period against individual team member)
1					
2					
3					

**Part-3: Financial (Quotation)**

Sl. No	Head of expenditure	Unit Cost (in Rs.)	Period (days)	Total (in Rs.)
1				
2				
3				

I confirm that, I have the authority of [ name of agency ]to submit this quotation and the information furnished in Part-1, 2 & 3 of the format are true to best of my knowledge and I have the authority to clarify any details on behalf of the agency.

\_\_\_\_\_  
**Signature &Name of Official with Office Seal**

**Place:**

**Date:**