



## **REQUEST FOR PROPOSAL**

**Engagement of PIA for the Promotion of Sustainable Livelihoods (Agriculture, Farm based and Non-Farm based livelihoods )in the periphery villages of Salem**

Date: 30-03-2023

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## ABOUT THIS REQUEST FOR PROPOSAL (RFP)

This Request for Proposal is being floated by JSW Foundation, inviting eligible applicants for submission of proposals in prescribed format for **‘Engagement of PIA for Promotion of Sustainable Livelihoods ( Agriculture, Farm based and Non-Farm based livelihoods) in periphery villages of Salem district of Tamilnadu’**.

Prospective applicants are requested to read and understand the contents of this document carefully before submission.

## ABOUT JSW FOUNDATION

JSW Foundation is the social development arm of the US\$ 22 Billion JSW Group, one of India’s leading business houses. It has a long track record and a rich legacy of empowering rural communities to enrich their lives since the last three decades. The Foundation’s focus areas are Education, Health & Nutrition, Skill Development, Rural BPO, Environment & Water, Sports, and Art & Heritage. Through a strong field presence, it operates across 22 rural locations in 11 Indian States with priority on communities around JSW’s plant & port locations.

JSW Foundation also reaches out to communities beyond these locations to contribute towards India’s social development in a meaningful way. During the Covid-19 pandemic, the Foundation supported various communities & families by providing food and healthcare facilities across all these locations. JSW Foundation’s holistic life-cycle based interventions have positively impacted more than a million underprivileged people across India. It operates two multi-specialty hospitals in Karnataka & Maharashtra with outpatient potential of 100,000 annually.

## BACKGROUND OF THE SALEM STEEL PLANT

The strategic location of the Salem plant allows it to cater to the demanding needs of the major auto hubs in South India. Located around 340 kilometers from Chennai and 180 kilometers from Bangalore, it is well connected with railway lines, highways and ports, which makes the transportation of raw materials and finished products easy. This, coupled with its start-of-the-art technology and unique processes, makes Salem a steel plant that’s truly a cut above the rest.

JSW Steel Ltd., Salem Works, India’s largest Special Alloy Steel Plant (Long products) has been awarded the coveted Deming Prize for 2019.

- The largest special steel plant in India with 1 MTPA Capacity
- The leading virgin special steel producer
- Produces more than 850 special grades of steel
- Provides a wide range of sizes and grades all under one roof

- Utilizes a 8 Stand H/V Mill for superior size reduction
- Uses the Kocks block technology for providing ¼ DIN standard
- It also has a phased array technology that detects internal defects
- Successfully achieves zero-waste discharge
- One of the few plants to use Energy Optimizing Furnace (EOF) for special steel production

## LIVELIHOOD PROMOTION IN PERIPHERY VILLAGES

Details of Taluk and villages that are in the periphery of the plant are as given below

Taluk:1

Villages: 17

Households:36319

District Name	Taluka Name	Village Name	Households	Population
Salem District	Mettur	Bukkampatti	1143	4140
Salem District	Mettur	Gonur	5011	18766
Salem District	Mettur	Konur	5011	18766
Salem District	Mettur	Kuttapatti	2402	8439
Salem District	Mettur	M Kalipatti	2027	7520
Salem District	Mettur	Mallikundam	2601	9842
Salem District	Mettur	Navappatti	2027	8693
Salem District	Mettur	Olaipatti	2532	10083
Salem District	Mettur	Pottaneri	1666	6160
Salem District	Mettur	Thettigiripatti	1372	4991
Salem District	Mettur	Veerakkal	957	3418
Salem District	Mettur	Vellar	2551	9745
Salem District	Mettur	Virudasampatti	1813	6545
Salem District	Mettur	Periyasoragai	2525	10566
Salem District	Mettur	Koonandiyur	1039	4099
Salem District	Mettur	Banapuram	1031	3856
Salem District	Mettur	Amaram	611	2164
1	1	17	36319	137793

Agriculture is the major source of livelihoods for the farmers in all the operational villages.

### Major crops

#### Kharif ( Shallow red soils)

Ground nut( Main crop) with redgram and castor as inter/mixed crops

Sorghum/Maize/Bajra/Ragi as sole crops

Ground( main crop) with castor as inter/mixed crop)

#### Kharif ( Black soils)

Cotton and Maize are the main crops

**Rabi season: ( Shallow red soils)**

Tapioca, sorghum + pulses and Horsegram

**Rabi season: ( Black soils )**

Maize is the major crop

More than 50% of the area is rainfed while rest 50% is irrigated with canal water from Mettur dam as major source of water for irrigation

Mecheri block is known for sheeps and there is also another source of livelihoods for farmers.

JSW Foundation aims to improve the economic well-being and quality of life of the communities in the periphery villages through promotion of sustainable livelihood programmes.

**KEY OBJECTIVES OF THE SUSTAINABLE LIVELIHOOD PROMOTION PROJECT****The broad vision of the project is to double the income of 15000 farmers over a period of 5 years.**

Expected outcomes

- Enhance productivity of major crops ( More than national, state and district average)
- Reduce cost of crop production ( More than national, state and district average)
- Income enhancement of farmers through market linkage driven by farmer producer organisations, farm and non-farm based livelihoods
- Capacitate local human resources to offer various need based services to community in the longrun

**SCOPE OF WORK**

1. Agriculture situation analysis
  - To understand crops and cropping systems
  - Issues/Major challenges in crop production
  - Mapping opportunities to overcome issues
  - Conduct market assessment and allied research to identify sustainable income generating activities after taking into account the local resource base, existing skill-sets, sources of finance, prevailing market for products and services, and support services that are to be provided to the communities.
2. Implementation of customized climate resilient Agriculture practices
  - Using improved quality seeds
  - Integrated nutrient, insect pests, diseases and weed management
  - In-situ and ex-situ soil moisture conservation practices
  - Promoting community and individual water harvesting, recharging and storage structures
  - Bio-diversity enhancement on and off the farm
  - Promoting sustainable Agriculture practices that are ecofriendly , cost effective and sustainable
  - Enhancing crop productivity of major crops

3. Institution building - Promoting Farmer producer organisations for business development
  - Strengthening of existing SHGs
  - If no SHGs, then forming farmer groups
  - Federating SHGs , farmer groups into producer company
  - Undertaking entry point activities to sustain the interests of farmers
  - Capacitate FPOs to sustain through collective aggregation, marketing, value addition etc
  - Products development, branding and marketing that brings in identity and generates income for FPO
  - Identify, negotiate and establish business relationships with suppliers of machineries, raw materials, market players, maintenance services and other support services to create and nurture an efficient value-chain for the promoted livelihood interventions
  - Backward Linkages to ensure credit for micro-enterprises, continuous supply of raw materials, arrange required trainings and skill up-gradation, technology
  - Forward linkages to provide remunerative and sustainable market linkage for the goods produced due to the promoted livelihood interventions and branding of products.
  - Promote various off-farm and non-farm based income generating activities subject to feasibility and viability among FPO members
  - Hand Holding- Facilitating the setting up micro enterprises, making them functional, establishing market linkages are essential for the success of the project.
4. Capacity building -Developing local human resources
  - Identify capacity building needs of the FPO members and conduct such capacity building programmes through training sessions, hands-on exercises, group discussions, exposure visits etc. at regular intervals for updating their knowledge level through continuous learning.
  - Develop lead farmers and local resource persons ( Krishi sevaks ) to hand hold and offer need based services to farmers in the area
5. Convergence and partnerships
  - Build convergence between the promoted Agriculture livelihood intervention themes and concerned line departments of the Government to create better value proposition for the households
  - Build institutional linkages for promoting employment-oriented skill-development of youth and also to promote self-employment through entrepreneurship.
  - Enrollment of the households into various social security , Agriculture, Agri allied and non-farm based schemes of the government
  - Partnerships with various like minded stakeholders (Government, Non-government, Private companies, research institutions etc)
6. Provide value added services on macro socio-economic issues such as Financial Literacy campaigns, Awareness on Water Conservation, Ill effects of alcoholism, Right to Education, Health & Sanitation, Community afforestation etc.
7. Financial Inclusion- Facilitate financial inclusion through financial literacy, bank account, savings, credit, insurance, pension, timely re-payment of loans and universal access to the affordable cost-effective reliable financial services. Motivates the DFs for

creation of Revolving Fund and Community Investment Fund (CIF), mobilizing bank credit.

8. Conduct internal assessments at regular intervals for measuring the status / progress in the households' income growth and standard of living during different milestones of the project.
9. Ensure necessary compliance with relevant policy guidelines issued by Government and legal frameworks for the promoted livelihood interventions.
10. Any other related work for Livelihood development that may be assigned by JSWF

## KEY DELIVERABLES

1. Preparation and implementation of comprehensive Sustainable livelihood action plan (Inception report within 1 month and DPRs within 3 months of start of project)
2. Creation, promotion and strengthening of existing SHGs, farmer groups and Farmer producer organisation
3. Within 1 year of commencement of project -
  - Strengthening existing SHGs/formation of farmer interest groups and ensure at least 70% of working age group farmers /farm women are registered as SHG /FIG members in their respective villages
  - Ensure at least 50% coverage of all farmers through agriculture / horticulture trainings
  - Ensure at least 50% coverage of youth in age group 18 – 35 years in skill development programmes and subsequent engagement through job or self-employment
  - Federation of all SHGs/FIGs into farmer producer company
  - Facilitating FPOs to get all required licences to do business
4. Promote climate resilient agriculture practices and technologies
5. Inclusion of households into individual and group entrepreneurial activities
6. Organize training programme in the villages for skill development and capacity building of beneficiaries in Agri and agri allied sectors..
7. Organize exposure visits to various successful sites within the State. The cost of visits shall be part of program budget.
8. Setting up and promotion of farm and non-farm based micro enterprises owned and managed by individual farmers/farmer interest groups / farmer producer company. The agency shall mobilize the required resources partly from JSWF and rest from individual and group entrepreneurs, financial institutions, Govt. schemes etc.
9. Enhance crop productivity of major crops above the national ,state and district average yield in the region
- 10.Reduce cost of production of major crops below the national, state and district average cost of production in the region
- 11.Double income level of households and make them economically self-reliant.
- 12.More than 90% of the villages are declared as climate resilient as per norms set by national institutes.
- 13.Branding, Packaging, Standardization of products for institutional linkages
14. Drafting of Standard Operating Procedures (SOPs) & Package of Practices (POPs) and documentation of processes

15. Monthly, Quarterly, Half-yearly and Annual Reports on achievements vis-à-vis approved work plan
16. Computerized database of beneficiaries showing various indicators of physical and financial progress, accessible real-time by JSWF

## PROJECT DURATION

The project duration would be for 5 years from the date of issue of contract. However, annual renewal would be done based on past year's performance and achievement.

## MINIMUM ELIGIBILITY CRITERIA FOR PROJECT IMPLEMENTING AGENCY (PIA)

JSW Foundation intends to select an experienced and competent agency having prior proven expertise in the areas of ( Agriculture, Farm based and Non-Farm based livelihoods) in periphery villages of Salem district of Tamilnadu'.

	Eligibility Criteria	Documents to be submitted
1	Should be a legally registered entity (Companies Act, Societies Registration Act, Indian Trusts Act, Partnership Act, 1932 or Limited Liability Partnership Act, 2008)	<ul style="list-style-type: none"> <li>• Certificate of Incorporation / Registration</li> <li>• Certificate of Conversion, if applicable</li> <li>• PAN</li> <li>• GST</li> <li>• Copies of IT Returns of Last 3 AYs</li> <li>• Cancelled cheque</li> </ul>
2	Average Annual turnover from Social consulting / Govt. advisory projects should be minimum Rs. 15 Cr for 2020-21, 2021-22 and 2022-23 (In case audit is not completed for FY 2022-23, then audited accounts for 2021-22 would be considered.	<ul style="list-style-type: none"> <li>• Audited Balance Sheet and Profit/Loss Account or Income &amp; Expenditure Account</li> <li>• CA certificate certifying turnover from social consulting / Govt. advisory projects</li> </ul>
3	Number of similar projects undertaken should be minimum 5 in last 3 FYs (i.e. between 2019-20 to 2022-23)	<ul style="list-style-type: none"> <li>• Details to be provided in Form 3(A)</li> <li>• Copies of Work Orders / Contract documents / Completion certificates from Client</li> </ul>
4	CVs of proposed candidates: Project Manager – 1 Agriculture/Horticulture expert-1 Microenterprise Promotion expert – 1 Market Linkage Expert – 1 Community Mobilizers – 2 Accountant-1 Watershed expert-1	CVs as per format in Form Tech 6, with scanned copies of certificates in support of education, professional qualification, work experience



5	List of present employees who are professionally-qualified and suited to the present assignment	Name, qualification, years of work experience, areas of expertise (copies of certificates not required)
6	Should not have been blacklisted by any agency in India	Self-certification by agency, which would be subject to scrutiny by JSWF
7	Presence in Tamilnadu	<ul style="list-style-type: none"> <li>• List of similar projects conducted in Tamilnadu in last 5 FYs</li> <li>• Addresses of offices in Tamilnadu</li> <li>• Details of Core team placed in Tamilnadu</li> </ul>

## PROPOSED TEAM COMPOSITION

All the positions for this project would be full-time positions and the team would be required to stay at site by making own accommodation arrangements. They should not be involved any other assignment / project of the PIA.

Key Position	Minimum Qualification & Experience	Major responsibilities
Project Manager – cum – Capacity Building Expert (1)	PG in Rural Management / Rural Development / Agri-business Management from a reputed institution Minimum 15 years of experience in livelihood promotion in agriculture / horticulture / fishery / non-farm sector, including 5 years in a Team Leader role	<ul style="list-style-type: none"> <li>• Management of the entire assignment with the support of the team</li> <li>• Work closely with JSWF and ensure implementation of mutually agreed strategies and plans</li> <li>• Capacity building of team</li> <li>• Ensure Quality Control</li> </ul>
Agriculture/Horticulture expert	Graduation/Postgraduation in Agriculture/Horticulture from reputed Agriculture University Minimum of 10-12 years of experience in Sustainable Agriculture , animal husbandry, vegetables and fruits cultivation , forestry	<ul style="list-style-type: none"> <li>• Planning, designing and management of Agri portfolio with the support of team</li> <li>• Work closely with JSWF and ensure implementation of mutually agreed strategies and plans</li> <li>• Capacity building of team on Sustainable livelihoods with focus on Agri and agri allied interventions</li> <li>• Ensure Quality Control in all activities implemented</li> </ul>
Microenterprise Promotion expert (1)	MSW / MBA / PG with 8 – 10 years' experience in micro-enterprise	<ul style="list-style-type: none"> <li>• Mobilize PGs / SHGs and youth for involvement in economically viable IGAs</li> </ul>

	promotion comprising business planning and market promotion	<ul style="list-style-type: none"> <li>• Prepare IGA-wise business plans and DPRs</li> <li>• Create networks and linkages with various public and private stakeholders for ensuring successful operations at the village level</li> </ul>
Market Linkage expert (1)	MSW / MBA / PG with 8 – 10 years' experience in sales and promoting market linkages with institutional buyers, conducting market assessment studies, promoting SHG products etc.	<ul style="list-style-type: none"> <li>• Work closely with Project Manager for identification and promotion of IGAs through value chain analysis</li> <li>• Negotiate and finalize terms and conditions for linkages</li> <li>• Establish a Market Information System</li> <li>• Promote sales of SHG products through local linkages and fairs / haats</li> </ul>
Community Mobilizers (2)	Should be graduate in social / development studies, with experience in data collection and PRA techniques and fluent in Tamil	<ul style="list-style-type: none"> <li>• Facilitation of Programme Implementation at grassroots level</li> <li>• Support the Experts' team in conducting field studies, organizing community meetings, solving community issues arising during implementation process</li> </ul>
Accountant(1)	Should be a graduate in commerce with dealing with basic accounts management and should be well versed with Tally 4-5 years of experience in the sector	<ul style="list-style-type: none"> <li>• Documentation of all transactions</li> <li>• Prepare asset, liability and capital account</li> <li>• Keep and maintain all books in order</li> <li>• Audit key documents and verify transaction</li> </ul>

## Monitoring and Evaluation

Objective is to track progress of the programmes over a period of time.

- Fortnightly planning and review meeting with core programme team and report
- Monthly planning and review meeting with core programme team and report
- Quarterly planning and review meeting with core programme team, heads of the organisations and report
- Annual planning and review meeting core programme team, heads of the organisations and report

## TECHNICAL PROPOSAL EVALUATION CRITERIA

The Technical Proposal would be evaluated on various parameters as per weightage below:

Sl.	Parameter	Max. Marks	Weightage
1	Experience in similar projects in last 5 FYs - At least 5 projects - More than 5 projects	10	5 marks 10 marks**
2	Average Annual Turnover of last 3 FYs - Average of 15 crores	10	10 marks
3	Approach, Methodology and Work Plan	40	40 marks
4	Proposed team qualifications, experience and expertise - Project Manager - Agriculture/Horticulture expert - Microenterprise Promotion expert - Market Linkage expert - Accountant - No markings for Community Mobilizers	20	5 marks 5 marks 5 marks 5 marks
	<b>Total Marks</b>	<b>80</b>	

\*\*1 additional mark for each project, subject to maximum additional 5 marks

5	Technical presentation (PPT) and / or assessment of past / current projects through field visit (only for shortlisted PIAs based on cumulative marks obtained in Sl. Nos 1 to 6 above)	20	
	<b>Total Marks</b>	<b>20</b>	

Grand Total marks: 100

#### Evaluation Mechanism:

1. The technical proposal submitted by the PIA would be evaluated based on parameters above at serial numbers 1 to 5 and those securing 60 marks or above would be shortlisted for Technical Presentation
2. Agencies with total marks of above 75( Including technical presentation) will be qualified for further process
3. The technically qualified PIAs would be ranked in order of Total Marks obtained with T1 being the highest followed by T2, T3, etc.

#### SUBMISSION OF PROPOSALS IN RESPONSE TO THIS RFP

1. Technical and Financial proposals are to be submitted in single PDF files through email at [mahesh.bg@jsw.in](mailto:mahesh.bg@jsw.in)
2. Proposals are to be submitted in prescribed formats provided in Annexure.
3. **All forms of Technical proposal and Financial proposal along with necessary annexures, should be signed on all pages, and be submitted in a single PDF file with proper page of contents. In addition, a copy of this RFP is to be signed on all pages and submitted along with the proposal, certifying that the applicant has read and understood the contents of the RFP.**
4. Last date of submission of queries is April 10<sup>th</sup> 2023, by 5 PM.

5. Mere submission of proposal does not entitle any applicant to award of contract. JSWF reserves the right to reject any proposal without assigning any reasons thereof.

## SELECTION PROCESS

The Agency would be selected through Quality and Cost Based Selection (QCBS) procedure.

In QCBS selection, minimum qualifying marks for the Technical Proposal would be 70 out of maximum 100 marks. During evaluation of technical proposal, quality score is assigned out of the maximum 100 (Hundred) marks, to each of the responsive bids, as per the scheme laid down in the RFP. The PIA / service providers who are qualifying as per the technical evaluation criteria are considered as technically responsive and the rest would be considered technically non-responsive and would be dropped from the list. Financial proposals are then opened for only eligible and responsive offers and other financial offers are returned unopened to bidders. The financial proposals are also given cost-score based on relative ranking of prices, with 100 (Hundred) marks for the lowest and pro-rated lower marks for higher priced offers. The total score shall be obtained by weighting the quality and cost scores and adding them.

Under QCBS selection, the technical proposals may be allotted weightage of 70% (Seventy percent) while the financial proposals may be allotted weightages of 30% (Thirty per cent). Proposal with the lowest cost may be given a financial score of 100 (Hundred) and other proposals given financial scores that are inversely proportional to their prices w.r.t. the lowest offer. Similarly, proposal with the highest technical marks (as allotted by the evaluation committee) shall be given a score of 100 (Hundred) and other proposals be given technical score that are proportional to their marks w.r.t. the highest technical marks. The total score, both technical and financial, shall be obtained by weighing the quality and cost scores and adding them up. On the basis of the combined weighted score for quality and cost, the PIA shall be ranked in terms of the total score obtained. The proposal obtaining the highest total combined score in evaluation of quality and cost will be ranked as H-1 followed by the proposals securing lesser marks as H-2, H-3 etc. The proposal securing the highest combined marks and ranked H-1 will be invited for negotiations, if required and shall be recommended for award of contract. In the event two or more bids have the same score in final ranking, the bid with highest technical score will be H-1.

In such a case, an Evaluated Bid Score (B) will be calculated for each responsive Bid using the following formula, which permits a comprehensive assessment of the Bid price and the technical merits of each Bid:

$$B = \{C(\text{low}) / C\}X + \{T/T(\text{High})\}(1-X)$$

where,

C = the lowest of all Evaluated Bid Prices among responsive Bids  
 C low = the lowest of all Evaluated Bid Prices among responsive Bids  
 T = the total Technical Score awarded to the Bid  
 T(High) = the Technical Score achieved by the Bid that was scored best among all responsive Bids  
 X = weightage for the Price as specified in the BDS  
 The Bid with the best evaluated Bid Score (B) among responsive Bids shall be the Most Advantageous Bid.

As an example, the following procedure can be followed.

In a particular case of selection of PIA, it was decided to have minimum qualifying marks for technical qualifications as 70 (Seventy ) and the weightage of the technical bids and financial

bids was kept as 70: 30 (Seventy: Thirty). In response to the RFP, three proposals, A, B & C were received.

The technical evaluation committee awarded the following marks as under:

A:	75	Marks
B:	80	Marks
C:	90	Marks

The minimum qualifying marks were 75 (Seventy five) thus, all the three proposals were found technically suitable. Using the formula  $T/T(\text{high})$ , the following technical points are awarded by the evaluation committee:

A:	$75/90$	=	83	points
B:	$80/90$	=	89	points
C:	$90/90$	=	100	points

The financial proposals of each qualified PIA were opened after notifying the date and time of bid opening to the successful participants. The price evaluation committee examined the financial proposals and evaluated the quoted prices as under:

A:	Rs.120
B:	Rs.100
C:	Rs.110

Using the formula  $C(\text{low}) / C$ , the committee gave them the following points for financial proposals:

A:	$100/120$	=	83	points
B:	$100/100$	=	100	points
C:	$100/110$	=	91	points

In the combined evaluation, thereafter, the evaluation committee calculated the combined technical and financial score as under:

Proposal A:	$83 \times 0.30$	+	$83 \times 0.70$	=	83	points.
Proposal B:	$100 \times 0.30$	+	$89 \times 0.70$	=	92.3	points
Proposal C:	$91 \times 0.30$	+	$100 \times 0.70$	=	97.3	points.

The three proposals in the combined technical and financial evaluation were ranked as under:

Proposal A:	83	points:	H-3
Proposal B:	92.3	points:	H-2
Proposal C:	97.3	points:	H-1

Proposal C at the evaluated cost of Rs.110 (Rupees One hundred and ten) was, therefore, declared as winner and recommended for negotiations/approval, to the competent authority.

***The selection criteria including the weightages given above for Technical and Financial proposal are indicative and subject to change, at the sole discretion of JSW Foundation, depending on the quality of proposals received. JSW Foundation reserves the right to accept or reject any proposal that it receives, without assigning any reasons thereof.***

#### **RELEASE OF PAYMENTS TO SELECTED PIA**

1. Release of payments to the selected PIA would be linked to achievement of deliverables, spelt out in the approved work plan, on a monthly or quarterly basis.
2. The PIA has to furnish necessary supporting documents of expense-head wise actual expenditures along with invoice for processing of payment by JSWF.
3. The PIA would be expected to have enough working capital to meet programme expenditure and staff salaries / reimbursements for **at least 3 months**, pending clearance of their bills submitted to JSWF. Any delay on account of the above by the

PIA, resulting in delay in achievement of deliverables as per agreed work plan, would be viewed as deficiency in service on the part of PIA and appropriate penalty would be levied as per terms of agreement / PO.

## **PRESCRIBED FORMS FOR SUBMISSION**

### **Technical Proposal forms**

Form Tech – 1

Form Tech – 2

Form Tech – 3A

Form Tech – 3B

Form Tech – 4

Form Tech – 5

Form Tech – 6

### **Financial Proposal forms**

Form Fin – 1

To:

Date:

**Sector Head- Agri Livelihoods**  
**JSW Foundation, BKC, Mumbai**  
**Maharashtra**  
Dear Sir,

We, (name of Agency), offer to apply for the project '**Engagement of PIA for Promotion of Sustainable Livelihoods ( Agriculture, Farm based and Non-Farm based livelihoods )in the periphery villages of Salem (Tamil Nadu)**' in accordance with your Request for Proposals (RFP) dated 8<sup>th</sup> June 2022 and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal and a Financial Proposal in a single PDF file. We are submitting this proposal in the capacity of Sole PIA and we understand that any kind of joint venture or sub-consulting is not permissible for this assignment.

**We hereby declare that:**

- a) All the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this Proposal may lead to our disqualification by JSW Foundation.
- b) Our Proposal shall be valid and remain binding upon us for a period of six months from the date of submission.
- c) We, along with any of our vendors, suppliers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment or blacklisting imposed by the JSW Group, Government of India or State Governments.
- d) Our Proposal is binding upon us and subject to any modifications resulting from the Contract negotiations.

We understand that JSW Foundation is not bound to accept any Proposal that it receives.

We remain,

Yours sincerely,  
(Full Signature)  
(Name of Signatory)  
(Name of Agency, with seal)

**FORM TECH – 2****I. General Information about the PIA**

<b>Sl.</b>	<b>Description</b>	<b>Details</b>
1	Name of PIA	
2	Name of Authorized Signatory, with designation (Please attach Power of Attorney signed by Head of the Agency)	
3	Address of Registered Office	
4	Contact Address and Number	
5	Registration Number (Please attach certificate of incorporation)	
6	Date of Registration	
7	Place of Registration	
8	PAN Card (Please attach copy of the document)	
9	Name of Single Point of Contact (For Communication Purpose)	
10	Email	
11	Contact Number	
12	GST number (Please attach copy of GST certificate)	
13	Bank account name and number (Please attach copy of cancelled cheque)	
14	IFSC Code	
15	Registered as MSME (Yes / No) If Yes, attach copy of Registration Certificate)	
16	Annual Turnover of last 3 financial years (Please attach CA certificate, along with audited financial statements of last 3 financial years)	2022-23: 2021-22: 2020-21: (If audited statement not yet available for 2022-23, furnish for 2021-22)

**II. Details of the experience and expertise areas of the PIA (limited to 10 pages)****FORM TECH – 3A**

PIA's experience in Livelihood promotion / FPOs / Value Chain Intervention during last 5 FYs (2017-18 to 2021-22)

<b>Sl.</b>	<b>Title of Assignment and name of Client*</b>	<b>Key Deliverables</b>	<b>From / To (MM/YYYY) and Duration in Months</b>	<b>Contract Value for PIA (Rs.)</b>	<b>Number of beneficiaries / households covered</b>




\*Please attach copies of relevant Work Order / Completion certificate

### FORM TECH – 3B

PIA's experience in Sustainable Livelihood promotion / FPOs / Value Chain Intervention during last 5 FYs (2018-19 to 2022-23) in Tamilnadu

Sl.	Title of Assignment and name of Client*	Key Deliverables	From / To (MM/YYYY) and Duration in Months	Contract Value for PIA (Rs.)	Number of beneficiaries / households covered

\*Please attach copies of relevant Work Order / Completion certificate

### **Description of Approach, Methodology and Work Plan with respect to Background of the project**

- I. Understanding of the project requirements
- II. Understanding of the scope of work
- III. Proposed Approach for Promotion of Sustainable Livelihoods
- IV. Action plan framework for achieving desired objectives
- V. Foreseen challenges and mitigation mechanism
- VI. Innovativeness in approach
- VII. Expected Outcomes
- VIII. Month-wise work Plan in format below

Key Deliverables	M1	M2	M3	M4	M5	M6	M7	M8	M...
D1									
D2									
D3									
D4									
D5									
D6									
D7									
D8									

Write-up limited to 30 pages. PIA may add sub-headings for the above if required.

**Team Composition**

<b>Sl.</b>	<b>Name</b>	<b>Designation</b>	<b>Qualification</b>	<b>Years of Work Experience</b>	<b>Description of relevant experience as per project requirement</b>
		Project Manager cum Capacity building expert			
		Agriculture /Horticulture expert			
		Micro-enterprise promotion expert			
		Market linkages expert			
		Accountant			
		Community Mobilizer – 1			
		Community Mobilizer – 2			

**CVs of Key Professionals (each limited to 4 pages only)**

<b>Position Title:</b>	
<b>Name of Expert:</b>	
<b>Date of Birth:</b>	
<b>Total Years of Experience</b>	

**Education:**

Sl.	Degree	College/University	Year
1			
2			
3			
4			

**Employment record relevant to the assignment:**

Period	Employing organization and your title/position. Contact info for references	Summary of activities performed relevant to the Assignment

**Membership in Professional Associations and Publications:****Language Skills (indicate only languages in which you can work):**

Language	Read	Write	Speak

**Adequacy for the Assignment:**

Detailed Tasks Assigned on PIA's Team of Experts:	Reference to Prior Work/ Assignments that Best Illustrates Capability to Handle the Assigned Tasks

**Expert 's contact information :** e-mail : ....., phone : .....

**Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly

describes myself, my qualifications, and my experience, and I am available to undertake the assignment in case of an award. I, understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by JSW Foundation.

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Name of Expert

Signature

Date

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Name of authorized  
Representative of the PIA  
(the same who signs the Proposal)

Signature

Date

## FORM FIN – 1

The budget by the PIA for year 1, 2 and 3 would be clubbed together to arrive at the Total Cost of the proposal for Financial evaluation purpose. Costs may vary from 1<sup>st</sup> year to 2<sup>nd</sup> year to 3<sup>rd</sup> year.

### Budget for Year 1 (similar format may be used for Year 2 and Year 3)

Sl	Budget Head	Unit	Unit Cost (Rs)	Quantity	Amount (Rs)
	<b>Salaries to staff</b>				
	Project Manager cum Capacity Building Expert				
	Agriculture/Horticulture expert				
	Micro-Enterprise Development Expert				
	Market Linkage Expert				
	Accountant				
	Community Mobilizer 1				
	Community Mobilizer 2				
	<b>Reimbursables</b>				
	Reimbursables 1				
	Reimbursables 2				
	<b>Programmatic Expenditure</b>				
	Input support for Micro-enterprises				
	Capital Expenditure on Processing Machinery				
	Others 1				
	Others 2				
	<b>Capacity Building &amp; Mobilization</b>				
	Trainings				
	Demonstration Units				
	Exposure visits				
	Community Meetings				
	Others 1				
	Others 2				
	<b>Office administration</b>				
	Rent, Electricity and Office maintenance				
	Office set-up, Furniture & Furnishing				
	Communication, Printing and Sundry exp.				
	Miscellaneous				
	<b>Sub-Total</b>				
	<b>Administrative Cost</b>				
	<b>Total (excluding applicable GST)</b>				
	<b>GST</b>				

	<b>Grand Total (including GST)</b>				
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Notes: 1. More rows may be added under the relevant expense heads, if necessary.

2. Machinery / equipment purchase for income generation should be done by availing relevant subsidies under NRLM / MSME and other Govt. schemes. All assets purchased under the project would be the property of intended beneficiary, intervention groups or JSW Foundation.

3. Acceptance of financial proposal is subject to negotiation.

### **Interested organisations to send their proposal on email mentioned below with the subject line**

**Subject line – Proposal for ‘Engagement of PIA for Promotion of Sustainable Livelihoods ( Agriculture, Farm based and Non-Farm based livelihoods) in periphery villages of Salem district of Tamilnadu’.**

Timeline:

- Submission of queries on RFP (if any): April 10<sup>th</sup>, 2023
- Online Meeting to address the questions on RFP: April 25<sup>th</sup> April, 2023
- Submission of Technical and Financial proposal: May 5<sup>th</sup>, 2023

Email for Submission To: [mahesh.bg@jsw.in](mailto:mahesh.bg@jsw.in)

CC: [siddhi.sanghvi@jsw.in](mailto:siddhi.sanghvi@jsw.in)