

**GOVERNMENT OF MAHARASHTRA  
DEPARTMENT OF AGRICULTURE**

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**Expression of Interest (EOI)  
For  
Third Party Evaluation and Impact Assessment  
Of  
Projects under National Horticulture Mission (NHM) for the year 2005-2006 to 2015-16**

No : MHMPB/TECHNICAL/MONITORING/PRE. E-  
TENDER/EVALUATION/3500/2016

Date :04//11/2016

Place : Pune

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**Mission for Integrated Development of Horticulture (MIDH)**

**Maharashtra State Horticulture and Medicinal Plant Board,  
Sakhar Sankul, Shivaji Nagar, Pune- 411 005**

# GOVERNMENT OF MAHARASHTRA

## Department Of Agriculture

### Evaluation and Impact Assessment of Selected projects under National Horticulture Mission (NHM) for the year 2005-2006 to 2015-16

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#### 1. Background:

The **National Horticulture Mission (NHM)** is a Central Assistance Scheme that was launched in year 2005. The Scheme was implemented with the objective to increase 4% growth rate in horticulture. Government of Maharashtra through its MSHMPB, Pune are implementing various projects to strengthen horticulture and horticulture based economy in the State. Major projects based on infrastructure & asset development and production & growth in horticulture sector. Guidelines for these projects serve the basic policy for their implementation. Some of these projects are being implemented with cluster approach.

Implementation of projects show successive impacts and have to be continuously improved considering changing scenario in horticulture at state as well as national level. Hence the, Managing Director MSHMPB, Pune intends to undertake evaluation of selected horticulture development projects implemented during year 2005-06 to 2015-16 in the State of Maharashtra. Therefore the *Expression of Interests for conducting Third Party Evaluation and Impact Assessment study* of the selected projects implemented during the year 2005-2006 to 2015-16 are hereby invited through e-tender process.

Accordingly interested organizations, agencies having State / National reput, who have done at least five such assignments of evaluation of government sector projects in last five years, in horticulture can upload their bids on line on <https://mahatenders.gov.in>.

#### 2. Purpose of EOI

The purpose of this EOI is to provide interested “bidders” with the necessary information to enable them to prepare and submit their responses for the services to be rendered to the ‘Employer’ in conformity with the TOR.

#### 3. Definitions

1. “Agency” means any entity appointed for Evaluation and Impact Assessment Study.
2. “Employer” means Managing Director, Maharashtra State Horticulture and Medicinal Plant Board, Pune.
3. “Bidder” means any entity or person or associations of persons who have submitted their application in the prescribed forms in response to EOI document intending to provide the services to the “Employer” as specified therein.

4. "Day" means calendar day.
5. "Government" means the Government of Maharashtra.
6. "Application Form" means the prescribed Form to be submitted by the "Bidder(s)".
7. "Terms of Reference" (TOR) means the aspects of evaluation for information of the "Bidder (s)".

#### **4. Scope of Work**

Impact evaluation is to be carried out as per the following broad parameters:-

1. The impact evaluation would be for the project implemented & payments effected during 2005-06 to 2015-16.
2. Impact assessment needs to be made on terms of the achievements of objectives & targets mentioned in the project as well as the socio-economic impact in terms of increased farm incomes of beneficiaries.
3. The beneficiary sample should be representative and balanced. Block, district level and state level concerned functionaries should also be contacted / interviewed.
4. While the National Horticulture Mission (NHM) will provide secondary data in terms of funds provided for the project, their utilization certificate and the progress reports submitted by the implementing agencies. Study should be based on primary data to be collected by the Evaluating Agency.
5. Draft report of the study should be completed in a period of six months from the date of Memorandum of understanding (MOU). Thereafter, 10 printed copies each of its final report and executive summary along with CD, submitted to the Managing Director, MSHMPB, Pune, within 30 days of receipt of suggestions / comments after incorporating the same. Relevant photograph and videos are also expected to be submitted along with the report for better appreciation and presentation to be made subsequently.
6. Evaluation must clearly bring out the results both in quantitative as well as in qualitative terms for each project/ component separately. The reasons / bottlenecks if any in implementation of projects and suggestion for better implementation of projects should also be brought out clearly for improving the quality of implementation of the project.

#### **5. Pre - qualification Criteria**

"Bidders" interested in taking up the Impact Evaluation Study of the projects in question must fulfil the following criteria:-

1. The annual turnover of the agency should be minimum 50.00 Lakh consistently for three years - 2013-14, 2014-15 & 2015-16.
2. Total value of the projects evaluated should not be less than Rupees three (3) crores in each year, during preceding five (5) years.
3. Bidder must be an agency/organization, either private or government, incorporated in India with a minimum of five (5) years experience in evaluation of government/public projects/schemes in horticulture & allied sectors and should have successfully carried at least five (5) studies in the Govt. field/s at state level.

4. The team members should also have a minimum of five (5) years of experience in horticulture / allied sectors related to implementation / monitoring / evaluation of public sector projects.

## **6. Terms of Reference**

The agency shall:-

1. Evaluate the efficacy of planning at Block / Taluka, District level in terms of its adequacy for achieving the goals and objectives mentioned in the projects in the selected districts.
2. Analyse effectiveness of existing administrative and technical set up with the Implementing Agencies in administering the projects at the district
3. Levels in programme planning and implementation of programme components.
4. Analyse adequacy and timeliness of fund flow and delivery mechanism;
5. Analyse extent of adherence to intervention specific norms, their impact on the project implementation, comparative analysis of pre and post project situations and results vis-à-vis control situations;
6. Evaluate the effectiveness of stakeholders involved in delivery of services, and effectiveness of collaboration among line departments at district and block level;
7. Assess extent of convergence with other GOI & GOM schemes;
8. Analyse efficacy of monitoring & reporting mechanism at district and block level;
9. Analyse intervention specific physical and financial achievements vis-à-vis targets for various component in the project;
10. Analyse scope of operational guidelines including cost norms and recommend modifications, if any;
11. Analyse the change in the farm level income over the pre project implementation year in the selected districts;
12. Assessment of direct and indirect employment opportunities created in course of implementation of the project.
13. Identify and analyze of issues affecting implementation and performance.
14. Assess scale of adoption and replication of the projects considering critical project components.
15. Seek and analyze feedback of the target group both positive and negative.
16. Give recommendations for policy improvements.

## **7. Tender Procedure**

1. The Bidders should submit the proposals in two parts should be submitted online:  
(a) Technical Bid (b) Financial Bid
2. Technical part should contain all such details as mentioned in the Bid Document.
3. Financial part should contain the financial bid inclusive of all admissible taxes, duties and levies etc. The details of the financial bid should also be included for better appreciation of the bid.
4. The Bid Document should be downloaded and uploaded on website <https://mahatenders.gov.in>.

## 5. Bid Schedule

Sr. No.	Particulars	Date	Time
1	Date of Publishing	07/11/2016	10.00 A.M.
2	Start date of Download	07/11/2016	10.00 A.M.
3	Pre bid meeting	15/11/2016	3.00 P.M.
4	Last Date of Submission of EOI	22/11/2016	3.00 P.M.
5	Date of Technical Bid opening	24/11/2016	3.00 P.M.

## 8. Expression of Non-Interest

If the “Bidder(s)”, at any point of time, wishes not to participate in this EOI, the same information may be communicated to the ‘Employer’ within one week of the receipt of this EOI by the “Bidder(s)”. In such circumstances, the Bidder(s) shall return to ‘Employer’ all the documents/materials provided by the ‘Employer’, without publicising / using the contents of this EOI.

## 9. Facilities to be extended by the ‘Employer’ to the “Bidder(s)”

The ‘Employer’ shall share the requisite information/data pertaining to the projects, available with the Department of Agriculture & Allied departments, to the “Bidder(s)” for the purpose of submitting application in response to EOI.

## 10. Period of completion

The “Bidder” to be declared successful would complete the Impact Evaluation Study of the projects within six (6) months from the date of MOU. He shall submit inception report within fifteen (15) days from the date of award of the contract, followed by submission of draft report after 180 days from the date of award of the contract.

## 11. Form Fee

1. EOI Document Fee of Rs. 5000.00 (Rupees Five Thousand only) has to be paid through e-payment gateway only.
2. Cheque / Bank Guarantee / fixed deposit receipt, money orders etc. are not acceptable towards deposit of earnest money.
3. In no case earnest money will be accepted after opening of EOI.

## 12. Deposit of Earnest Money

1. Earnest Money Deposit (EMD) of Rs. 1,00,000/- (Rupees One Lack only) has to be paid through e-payment gateway only.
2. Cheque / Bank Guarantee/fixed deposit receipt, money orders etc. are not acceptable towards deposit of earnest money.
3. In no case earnest money will be accepted after opening of EOI.

### **13. Schedule of Payment-**

The selected bidder would have to submit a bank guarantee equivalent to 5% of the total project evaluation cost valid for a period upto six month or final report submission, whichever is earlier as performance security.

The schedule of payment will be as under:-

1. First instalment of 20% of the total cost as an advance after signing the MOU.
2. Second instalment of 30% of the total cost on the submission of 10 copies of draft report.
3. Third and final instalment of 50% of the total cost on submission and acceptance of final report.

### **14. Penalty Clause –**

Penalty @ 5% of the released amount will be imposed on the Evaluating Agency in the event of delay in submission of the Reports as per schedule given above, for which no justification may be provided. There should normally, be very strong and genuine grounds for waiver of penalty on account of delay Managing Director, MSHMPB, Pune will be the authority for waiving of penalty.

### **15. Rejection of all proposals and re-invitation**

The Managing Director, MSHMPB Pune reserves the right to accept or reject any or all EOI(s) without assigning any reason whatsoever.

### **16. Validity**

The “Bidder(s)” acknowledge that the application submitted in response to this EOI shall constitute an offer to the ‘Employer’, which shall remain open for acceptance until the contract is awarded by the ‘Employer’. For the avoidance of doubt, neither this EOI nor any response submitted by the “Bidder(s)” in response to this EOI shall constitute a legally binding agreement unless and until accepted by the ‘Employer’ in writing in the form of a contract executed between the ‘Employer’ and the successful “Bidder”.

### **17. Confidentiality**

This EOI must not be reproduced in whole or in part without the prior written consent of the ‘Employer’. All information contained within this EOI is given in strict confidence.

### **18. Proprietary Information**

All restrictions on the use of data contained within an application and all confidential information must be clearly stated by the “Bidder (s)”. Proprietary information submitted in an application, or in response to the EOI, will be handled in accordance with the applicable law(s) of the Managing Director, MSHMPB, Pune.

## 19. Blacklisting Debarment

The Bidder shall furnish an affidavit in the Performa given in Annexure-I that neither the agency nor any of its directors has ever been blacklisted by any Govt. agency/Department/Ministry nor convicted for any criminal offence by any court of law.

## 20. Submission of EOI

Interested organizations with requisite experience should upload scanned copies the following documents serially:-

- Note** – 1. Enclose all documents serially & paging of documents is necessary.  
2. Do not enclose documents those are not mentioned as requisites.

### A. Technical Bid

S.N.	Document List	Enclosed Yes/No	Page no.
1	Photo copy of PAN No. card.		
2	Photo copy of Service Tax Registration.		
3	Annual Turnover statement.		
	Year	Turnover Rs.	
	2013-14		
	2014-15		
	2015-16		
4	Audited Balance Sheet.		
	2013-14		
	2014-15		
	2015-16		
5	IT returns statement for financial years.		
	2013-14		
	2014-15		
	2015-16		
6	Total No of years experience in Project evaluation with proof.		
7	Past experience (minimum five years) of evaluation and monitoring of projects in the field of Horticulture allied sector/s With proof.		
8	Total value of the projects evaluated (In Rupees) <b>Attached year wise project list along with project cost in Rupees only.</b>		
9	Similar types of projects undertaken and successfully completed in other states along with proof.		
10	Profile & Track Record of the company/organization. (Form-II)		
11	Details about approach & Methodology (Form-III)		
12	Details of team composition (Form-IV)		
13	Work Schedule (Form-V)		
14	Blacklisting debarment Affidavit (Annexure-I)		

### B. Financial Bid

Scanned copy of the financial bid (Form-VI) to be uploaded

## 21. Evaluation of Proposals

- A two stage evaluation procedure would be adopted for the proposals received. The technical evaluation will be completed before the financial proposals are assessed.
- The financial proposal will not be opened till the technical evaluation is complete.
- The financial proposal of only such bidders will be opened which have obtained qualifying standards prescribed for the technical proposal.
- Project wise financial evaluation will be done. The cost quoted for the project having lowest value will be entitled for the award of contract.
- In case more than one bidders have quoted the same rate for evaluating the project, in such case following rating criteria will be adopted and the bidder getting maximum marks will be finally be eligible for the award of contract.

Sr. No.	Criteria	Marking scale
1.	Past work Experience in Maharashtra State	5 marks for each year's experience above the qualifying criteria
2.	Past Experience of studies of similar nature in the Horticulture field (Evaluation / monitoring)	5 marks for each study with work value of Rs.5 lakh and above for the project above the qualifying criteria
3.	Past experience in work/studies in other State	5 marks

“Bidder(s)” whose proposals do not meet the qualifying standards, will be returned their financial proposals, unopened.

“Bidder(s)” who have successfully satisfied the qualifying standards will be notified the date and time set for opening the financial proposals. The financial proposals shall be opened publicly in presence of the representatives of the technically qualified “Bidder(s)” who choose to attend. The name of the “Bidder(s)” the quality scores, and the proposed prices shall be read aloud and recorded when the financial proposals are opened.

For the purpose of evaluation, the total cost shall include all taxes and duties for which the employer makes payments to the qualified bidder and other reimbursable expenses included in the total cost, such as travel, translation, report printing or secretarial expenses.

If there be conditions attached to any financial proposal, which have bearing on the total costs as indicated in the proposal, the Managing Director, MSHMPB, Pune shall reject any such proposal as non-responsive financial proposal.

## 22. Other Parameters for Impact Evaluation Study-

1. The assigned study will be based on intensive sample survey by the concerned official/ members of the evaluation team of concerned officials/ Agency representatives through participatory discussions and structural interviews/ questionnaires by visits and personal interviews. The study will have to be conducted as per the objectives and methodologies given in the TOR.
2. While conducting the field study, standard norms, methodology and the sampling



techniques etc. shall be adopted as applicable for such studies to ensure that the samples are representative and cover various components of the project.

3. The Managing Director, MSHMPB, Pune reserves the right to call for any data collected by the agency, in raw or in any other form for verification with ground realities. Such data will be made available by the agency concerned within seven days as and when called for, failing for which last instalment of payment would not be released.

Data collected for evaluation studies and the facts/conclusion report of the studies will not be published or made public to any other agency.

4. Data collection from primary and secondary sources, processing and preparation of report shall be the responsibility of the agency. The Managing Director, MSHMPB, Pune will designate, a contact- cum-coordinating officer for the study with whom the agency may have consultations regarding any of the aspects of evaluation studies containing methodological aspects, etc for the study.
5. The Managing Director, MSHMPB, Pune would reserve the right to cancel the assignment of the study having regard to the quality of the Draft Reports or non-compliance of conditions, etc.
6. Agency will also furnish the utilization and audit certificates duly signed by competent authority immediately after the completion of work to the NHM Cell, MSHMPB, Pune.
7. Agency will guarantee that the assigned work would be original work and will not infringe on the copy right of any other person(s) agency.
8. The Agency will keep the Managing Director, MSHMPB, Pune apprised every month with developments and progress of the work relating to the study so as to enable the Department to depute its officers to verify the reported activities including investigation work.
9. Agency having prepared and delivered, the completed typed/ soft copy of the assigned work, shall print, produce, publish and distribute the Report at its own cost and expenses in such a manner and style as the Managing Director, MSHMPB, Pune may at its discretion deem fit. The aforesaid work will be the property of the Government of Maharashtra (Department of Agriculture) and all the copy rights will vest in it.
10. If any difference or dispute shall arise between the agency and the Managing Director, MSHMPB, Pune relating to this agreement or any matter arising thereof or incidental thereto, the matter shall be referred to the sole authority, i.e., Additional Chief Secretary, Agriculture & Marketing, Govt. of Maharashtra, Mumbai and the award given by him/ her shall be final and binding on both parties.

**Managing Director,  
Maharashtra State Horticulture &  
Medicinal Plant Board, Pune.**

**FORM-I**

**Letter of Proposal**

Ref. No.

Date

To

The Managing Director,  
MSHMPB Pune  
Sakhar Sankul,  
Shivajinagar,  
Pune 411 005

Subject: Evaluation & Impact Assessment Study of projects undertaken  
National Horticulture Mission (NHM)

Sir,

With reference to your EOI No..... dated ..... on the subject cited above, we wish to apply for conducting the Evaluation & Impact Analysis Study of NHM Projects. In this connection, the following documents are submitted in a sealed envelope having two separate sealed envelopes as follows;

1. Technical Bid (duly marked as Envelope No. 1-Technical Bid)

Enclosures: as above

Seal

Yours faithfully,

(Name)  
Authorized Signatory  
Mobile No -  
E-mail -

**FORM-II**  
**Profile and Track Record of organisation**

**Technical**

1. Name of bidding agency/ firm/individual: -----

2. Headquarter: -----

3. Address for correspondence: -----

4. Details of the coordinating person:- -----

Name: \_\_\_\_\_ Designation: \_\_\_\_\_

Mobile No. : \_\_\_\_\_ E-mail ID: \_\_\_\_\_

(Name)

(Name)

Signature of the coordinating Officer

Authorized Signatory

Mobile No -

Mobile No -

E-mail id -

E-mail id -

## FORM-III

### Details about Approach & Methodology of Evaluation & Impact Study

1. Understanding about the study by the Agency (Maximum 300 words):
2. Approach (300 words)
3. Methodology of Study (Details of methodology proposed to be adopted for various aspects of the study viz. selection of field survey locations and beneficiaries, sampling method, source of data collection, documentation, analysis and interpretation, including time period involved, to be provided).

(Name)

Authorized Signatory

Mobile No -

E-mail id -

**FORM-IV**

**Details About Team Composition**

**(Key personnel proposed to be engaged in the study)**

1. No. of full time professional staff available with the Agency :

2. Team composition for the Study:

S. N.	Name	Designation	Education qualification	Mobile No & E-mail Add-	Area of Expertise	Experience in the field of evaluation (Yrs)

(Name)

Authorized Signatory  
Mobile No -  
E-mail id -

**FORM-V**

**Work schedule**

Sr.No.	Activity	Months					
		1	2	3	4	5	6
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							

(Name)

Authorized Signatory  
Mobile No -  
E-mail id -

**FORM-VI**  
**Financial Proposal**

**Name of the company:**

Sr. No	Name of the Project	No. of Projects of beneficiaries / No. of Infrastructures implemented / executed	No. of Projects of beneficiaries / No. of Infrastructures to be evaluated	Evaluation cost per unit Inclusive of all taxes and duties	
				Amount in figure (Rs.)	Amount in words (Rs.)
1	New Tissue culture	34	7		
2	Mushroom Production Unit	12	5		
3	Green House	2645	265		
4	Shed net House	3176	318		
5	Plant Health clinic	11	6		
6	Bio Control Lab	37	8		
7	Leaf / Tissue analysis lab	16	5		
8	Pack House	3839	384		
9	Pre Cooling Unit	11	6		
10	Cold Storage	87	20		
11	Refrigerator transport vehicle	8	4		
12	Primary processing unit	885	106		
13	Ripening Chamber	72	15		
14	Low cost onion storage structure	1204	120		
<b>Total</b>		<b>12037</b>	<b>1269</b>		

***Note:** The cost shall be based on the assessment of the resources needed to carry out the assignment; staff time, logistical support and physical inputs (for example, vehicles, laboratory equipment, etc.). The cost of study should be indicated in absolute monetary terms on turnkey basis.*

(Name)  
Authorized Signatory  
Seal

**Annexure- I**

**AFFIDAVIT**

**(on Rs. 500 Stamp Paper)**

I, \_\_\_\_\_ S/o \_\_\_\_\_ Director/  
Proprietor of M/s. \_\_\_\_\_ having its  
Registered Office at \_\_\_\_\_ do hereby solemnly  
affirm and declare as follows:

1. That I have been authorized to execute this affidavit on behalf of this Company/Firm by the Board of Directors vide its Resolution passed on.....
2. That the Managing Director, MSHMPB, Pune Advertisement published in ..... had INVITATION OF PROPOSALS FOR “Evaluation and Impact Assessment of various completed projects under NHM. ”
3. That in response to the said Advertisement as stated in paragraph (2) above, our organization has submitted its Technical & Financial proposals to the, Managing Director, MSHMPB, Pune.
4. It is hereby declare that \_\_\_\_\_ (agency) or in its office bearer has never been black listed by Govt. /Semi Govt. Agency and there is no legal action pending against the agency or any punishment order issued in any criminal proceeding against the same.
5. That Technical proposal of our organization M/s..... containing necessary information and particulars furnished as per given Performa.
6. That the statements made in paragraphs 1 to 4 of the foregoing Affidavit as above are true to my knowledge and belief and if anything is found contrary, I \_\_\_\_\_ stand liable to be prosecuted under appropriate Act/Laws in force. Solemnly affirmed by the said .....at..... on this the.....day of.....2016.

Deponent:

Identified by me:



**Memorandum of Understanding**

Evaluation and Impact Assessment of Selected project/s under National Horticulture Mission (N.H.M) for the year 2005-2006 to 2015-16

This Memorandum of Understanding (herein after called the “**MoU**”) is entered into on this ..... day of June 2016

Between

Maharashtra State Horticulture and Medicinal Plant Board, Sakhar Sankul, 1st floar, Shivaji Nagar, Pune-411 005 (sku) 411005 (hereinafter called as “**DOA**” )

And

M/s ..... (hereinafter called as “**Agency**” ) . Having its Head office at

.....  
.....

The MoU is for Evaluation and Impact Assessment of Selected project/s National Horticulture Mission (N.H.M)

for the year 2005-2006 to 2015-16 (hereinafter under s National Horticulture Mission (N.H.M) called as “**said period**”).

## 1. Background:

**The National Horticulture Mission (NHM)** is a Central Assistance Scheme that was launched in 2005. The Scheme was implemented with the objective to increase 4% growth rate in Horticulture and allied sectors. Government of Maharashtra through its Department of Horticulture and other allied departments are implementing various project/s to strengthen Horticulture based economy in the State. Major project/s based on Infrastructure & Assets development and Production Growth in Horticulture sector. Guidelines for these project/s serve the basic policy for their implementation. Some of these project/s are being implemented with cluster approach.

Implementation of project/s show successive impacts which have to be evaluated considering changing scenario in Horticulture at state as well as national level. Hence The Department of Agriculture intends to undertake evaluation of selected agriculture development project/s implemented the year 2005-06 to 2015-16 in the State of Maharashtra.

## 2. Scope of Work

Impact evaluation is to be carried out as per the following broad parameters:-

- a) The impact evaluation would be for the selected implemented / ongoing project/s during the year 2005-06 to 2015-16.
- b) Impact assessment needs to be made on terms of the achievements of objectives, targets & outcome mentioned in the project/s as well as the socio-economic impact in terms of increased farm incomes of beneficiaries.
- c) Evaluation must clearly bring out the results both in quantitative as well as in qualitative terms for each project/s/ component separately. The reasons /bottlenecks if any in implementation of project/sand suggestion for better implementation of project/s should also be brought out clearly for improving the quality of implementation of the project/s.
- d) The beneficiary sample should be representative and balanced. Block, district level and state level concerned functionaries should also be contacted/ interviewed.
- e) While the **Maharashtra State Horticulture and Medicinal Plant Board** will provide secondary data in terms of funds provided for the project/s, their utilization and the progress reports submitted by the implementing agencies. Study should be based on primary data to be collected by the Evaluating Agency. The agency will submit to the NHM cell the final questionnaire both jointly signed by the nodal officer of the project/s and the agency within the period as mentioned in the schedule of operation.
- f) The agency will submit the interim report & draft report of the Study to the nodal officer for suggestions/comments. The nodal officer will give suggestions/comments to the agency. The agency will submit the interim & draft report along with the suggestions/comments jointly signed by the nodal officer and the agency to the NHM cell within the period as mentioned in the schedule of operation.
- g) After receipt of suggestions/comments the agency will incorporate the same along with relevant photograph and videos in the final report for better appreciation. The agency will subsequently make the presentation. The agency will submit final report jointly signed by the nodal officer and the agency in a period of Six (6) months from the date of award of contract (MoU) in the form of 10 printed copies each of its final report and executive summary along with soft copy to the **Managing Director, MSHMPB, Pune.**

### 3. Terms of Reference (ToR)

The agency shall:-

- a) Evaluate the efficacy of planning at Block/Taluka, District level in terms of its adequacy for achieving the goals and objectives mentioned in the project/s in the selected districts.
- b) Analyse effectiveness of existing administrative and technical set up with the Implementing Agencies in administering the projects at the district levels in programme planning and implementation of programme components.
- c) Analyse adequacy and timeliness of fund flow and delivery mechanism;
- d) Analyse extent of adherence to intervention specific norms, their impact on the project implementation, comparative analysis of pre and post project situations and results vis-à-vis control situations;
- e) Evaluate the effectiveness of stakeholders involved in delivery of services, and effectiveness of collaboration among line departments at district and block level;
- f) Assess extent of convergence with other GoI & GoM schemes;
- g) Analyse efficacy of monitoring & reporting mechanism at district and block level;
- h) Analyse intervention specific physical and financial achievements vis-à-vis targets for various component in the project;
- i) Analyse scope of operational guidelines including cost norms and recommend modifications, if any;
- j) Analyse the change in the farm level income over the pre project implementation year in the selected districts;
- k) Assessment of direct and indirect employment opportunities created in course of implementation of the project.
- l) Identify and analyze issues affecting implementation and performance.
- m) Assess scale of adoption and replication of the projects considering critical project components.
- n) Seek and analyze feedback of the target group both positive and negative.
- o) Give recommendations for policy improvements.

### 4. Facilities to be extended by the “DoA” to the “Agency”

The “DoA” shall share the requisite information/data pertaining to the projects, available with the MSHMPB, Pune to the “Agency” for the purpose of submitting application in response to EOI.

### 5. Schedule of Operation

The “Bidder” to be declared successful would complete the Impact Evaluation Study of the projects as per the following schedule;

Sr. No	Activity	To be completed from the date of award of contract (MoU)
1	Final Questionnaire	30 days
2	Interim Report	90 Days
3	Draft Report	120 Days
4	Final Report	180 Days

## **6. Performance Bank Guarantee**

The selected bidder would have to submit a bank guarantee equivalent to 5% of the total project evaluation cost valid for a period upto six months as performance security.

## **7. Schedule of Payment :**

- (i) First installment of 20% of Rs..... (Rupees ..... ) on submission of the final questionnaire jointly signed by the nodal officer and the agency.
- (ii) Second installment of 30% of Rs..... (Rupees ..... ) on the submission of 10 copies of draft report.
- (iii) Third and final installment of 50% of Rs.....(Rupees ..... ) on submission and acceptance of final report.

## **8. Penalty Clause**

Penalty @ 5% of the balanced due amount will be imposed on the Evaluating Agency in the event of delay in submission of the Reports as per schedule given in Para no. 10, for which no justification may be provided.

## **9. Rejection of all proposals and re - invitation**

The Managing Director, MSHMPB, Pune reserves the right to accept or reject any or all EoI/(s) without assigning any reason whatsoever.

## **10. Validity**

The “Agency” acknowledge that the application submitted in response to the EoI shall constitute an offer to the ‘DoA’, which shall remain open for acceptance until the contract is awarded by the “Agency”. For the avoidance of doubt, neither the EoI nor any response submitted by the “Agency” in response to the EoI shall constitute a legally binding agreement unless and until accepted by the “Agency” in writing in the form of a contract executed between the “DoA” and the “Agency”.

## **11. Proprietary Information**

All restrictions on the use of data contained within an application and all confidential information must be clearly stated by the “Agency”. Proprietary information submitted in an application, or in response to the EoI, will be handled in accordance with the applicable law(s) of the “DoA”.

## **12. Other Parameters for Impact Evaluation Study**

- a) The assigned study will be based on intensive sample survey by the concerned official/ members of the evaluation team of concerned officials/ Agency representatives through participatory discussions and structural interviews/ questionnaires by visits and personal interviews. The study will have to be conducted as per the objectives and methodologies given in the ToR.
- b) While conducting the field study, standard norms, methodology and the sampling techniques etc. shall be adopted as applicable for such studies to ensure that the samples are representative and cover various components of the project.
- c) The MSHMPB, Pune reserves the right to call for any data collected by the agency, in

raw or in any other form for verification with ground realities. Such data will be made available by the agency concerned within seven days as and when called for, failing for which last installment of payment would not be released.

- d) Data collected for evaluation studies and the facts/conclusion report of the studies will not be published or made public to any other person/agency.
- e) Data collection from primary and secondary sources, processing and preparation of report shall be the responsibility of the agency. The The MSHMPB Pune will designate, a contact- cum-coordinating officer for the study with whom the agency may have consultations regarding any of the aspects of evaluation studies containing methodological aspects, etc for the study.
- f) The MSHMPB, Pune would reserve the right to cancel the assignment of the study having regard to the quality of the Draft Reports or non-compliance of conditions, etc.
- g) Agency will also furnish the utilization and audit certificates duly signed by competent authority immediately after the completion of work to the NHM Cell, MSHMPB , Pune.
- h) Agency will guarantee that the assigned work would be original work and will not infringe on the copy right of any other person(s) agency.
- i) The Agency will keep the The MSHMPB Pune apprised every month with developments and progress of the work relating to the study so as to enable the Department to depute its officers to verify the reported activities including investigation work.
- j) Agency having prepared and delivered, the completed typed/ soft copy of the assigned work, shall print, produce, publish and distribute the Report at its own cost and expenses in such a manner and style as the The MSHMPB Pune may at its discretion deem fit. The aforesaid work will be the property of the Government of Maharashtra (The MSHMPB Pune) and all the copy rights will vest in it.

### **13. Settlement of Dispute**

If any difference or dispute shall arise between the agency and the Managing Director, MSHMPB, Pune relating to this agreement or any matter arising thereof or incidental thereto, the matter shall be referred to the sole authority, i.e., Additional Chief Secretary, Agriculture & Marketing, Govt. of Maharashtra, Mumbai and the award given by him/ her shall be final and binding on both parties.

### **14. That All the Points mentioned in the EoI document and the MoU are hereby agreed.**

Signed on this day, the ..... 2016 between.

Agency	:	DOA
Name	:	Name :
Designation	:	Designation :
Signed in witness thereof	:	
1.		
2.		



Government of Maharashtra  
Department of Agriculture  
**Expression of Interest (EOI)**  
(Through e-tender)

Expression of Interest (EOI) are invited for Third Party Evaluation and Impact Assessment of Projects under National Horticulture Mission (NHM) implemented during the year 2005-2006 to 2015-16

Interested organizations/agencies having State/National repute, which have done at least five such assignments of evaluation of government sector projects in last five years, in agriculture & Allied sector can submit their proposal in sealed envelope.

The EOI documents are available for download and upload on the Government website <https://mahatenders.gov.in>.

- Last date of submission of EOI document: 22/11/2016, 3.00 P.M.
- Date of opening of EOI document: 24/11/2016, 3.00 P.M.

**Managing Director,  
Maharashtra State Horticulture and  
Medicinal Plant Board Pune.**