

**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES– FIRMS SELECTION)**

INDIA

COMMUNITY LED LANDSCAPES MANAGEMENT PROJECT

Project # 157836

Assignment Title: Hiring of an agency for Design, Development & Deployment of ICT based MIS to support the implementation of the Meghalaya Community Led Landscapes Management Project under MBMA

Reference No: CS - 10

1. The Government of Meghalaya, with financing and technical support from the World Bank, is implementing a project titled “Community Led Landscapes Management Project”. The objective of CLLMP is:
 - Preparation and implementation of village-based Community NRM Plans with landscape approach in 400 villages
 - Strengthening capacity building of communities, traditional institutions and other stakeholders for landscape management
 - Knowledge management and communication services for landscape management.
 - The Meghalaya Community Led Landscape Management Project (MCLLMP) will work with the communities broadly in the area of forest and water and will help in identifying activities for degraded forest, soil and water conservation, restoration of springs and water bodies, nature-based tourism, agro-forestry and homestead forestry. The project will enhance skill and technical capacity of communities along with strengthening support to social system.

2. **Objective: the objective of this assignment is:**
 - The primary objective is to design, develop, deploy and maintain a full stack ICT based application platform which would house MIS modules for project progress performance monitoring and GIS based tools for Geospatial analysis.
 - To conduct a comprehensive study of the existing administrative systems and workflows to inform the design of the MIS, both internally (within MBDA) as well externally (line departments working with MBDA).
 - The MIS will be used to track implementation progress and other aspects of the project at select intervals with additional scope of comparative reporting and analysis for non-project areas (villages / blocks).

3. **Period of Consultancy:** The time period for the said consultancy shall be 43 months from the date of award of contract. The duration may be extended if required with mutual agreement of the parties. The draft Terms of Reference for the assignment is available at www.mbda.gov.in & www.cllmp.com

4. The Meghalaya Basin Management Agency invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The short listing criteria are:

- The firm should be in IT business for the last three years¹. (copies of registration, PAN, TAN, GST or any other relevant registrations etc. to be enclosed)
- The firm should have an average annual turnover of INR 4 crore in the last three financial years from IT systems design and development; (financial year 2015 - 16, 2016 - 17 and 2017 – 18)
- The firm must have at least one active contract with the client (preferably in India) related to software development/customization or implementation support and/or similar assignment relevant to this project scope as outlined in the ToR (relevance include MIS development and/or implementation for functions such as beneficiary administration and management, program monitoring or equivalent);
- The firm must have successfully executed at least 1 (one) application software development/implementation project in the past three years for the central government or the state governments in India;
- The firm must provide an evidence of successful execution of a single contract value of at least INR 1 crore in the application software development/implementation project in the past 3 years;
- Firm should be at-least CMM i3Dev certified
- The firm should not have unsatisfactory track record resulting in adverse action taken by Central/State Governments in India² (an undertaking must be submitted)

NOTE: Interested consultants are required to fill in the data as per attached Annexure - 1 and submit documents mentioned therein; EoIs will be evaluated as per criteria mentioned above with details of marks allocated in Annexure - 2

5. The consultant will be selected in accordance with the Quality & Cost Based Selection (QCBS) method set out in the World Bank’s “Procurement Regulations for IPF Borrowers; Procurement of Goods, Works, Non-Consulting & Consulting Services, July 2016, revised November 2017”, available at www.worldbank.org. Attention of the interested agencies is drawn to paragraph 3.14 of the said Regulations relating to the Conflict of Interest.

¹ Mandatory Requirement

² Mandatory Requirement

6. Consulting firm may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications. The “Association” may take the form of a joint venture (with joint and several liability) or of a sub-consultancy, and this should be stated clearly in the submission.
7. Further information can be obtained at the address below during office hours [10.00 AM – 5.00 PM]
8. Expressions of Interest must be delivered in a written form to the address below through registered post/speed post/ courier/ by hand by **4th July, 2019 upto 17:00**

Sd/-

The Project Director
Community Led Landscapes Management Project (CLLMP)
Meghalaya Basin Management Agency
C/o Meghalaya State Housing Financing Co-operative Society Ltd.
Nongrim Hills, Shillong-793003
Tel. no. 0364-2522921/2522992
Email ID: mbdaprocurement@gmail.com

Annexure -1

STANDARD FORMAT FOR EXPRESSION OF INTEREST

Firms/Agencies are expected to provide the detailed information requested as per the format below to MBMA as Expression of Interest for **Design, Development & Deployment of ICT based MIS to support the implementation of the Meghalaya Community Led Landscapes Management Project under MBMA**

A. Consultant's Profile		
Organizational	Name of the Organization:	
	Postal Address:	
	Telephone / Mobile no.	
	Fax/ E-mail/ Website:	
	Contact Person name and designation with contact details:	
	Date of establishment (DD/MM/YY):	
	Date and place of Registration:	
	Registration No (Copy to be enclosed):	
	PAN Number:	
	GST Number:	
	Location of Head office:	
	Details of Branches if any:	
	Provide a brief description of the background of organization including brief description of Core IT staff:	
Any other information which the consultant wants to add.		
B. Financial Information <i>{Please enclose the financial statement of last three financial year. }</i>		
The firm should have an average annual turnover of INR 4 crore in the last three financial years from IT systems design and development;	Provide the turnover on the basis of audited financial statement of the previous three financial years in Indian Rupees.	
	2015-16	2016-17
	2017-18	
C. Consultant's Experience		
The firm must have at least one active contract with the client (preferably in India) related to software development/customization or implementation support and/or similar assignment relevant to this project scope as outlined in the ToR (relevance include MIS development and/or implementation for functions such as beneficiary administration and management, program monitoring or equivalent); <i>{Proof to be enclosed}. You may add more rows</i>		

Sl. No	Name of the Project/Assignment	Brief details of the Service provided	Client and country	Duration of Assignment in months			Value of Contract (in INR)	Whether contract closed or not	Please mention Page No of the supporting document to be referred
				From {start date} DDMM YY	To {End date or ongoing} DDMM YY	Total months			

The firm must have successfully executed at least 1 (one) application software development/implementation project in the past three years for the central government or the state governments in India; - {Proof to be enclosed}. *You may add more rows*

Sl. No	Name of the Project/Assignment	Brief details of the Service provided	Client and country	Duration of Assignment in months			Value of Contract (in INR)	Whether contract closed or not	Please mention Page No of the supporting document to be referred
				From {start date} DDMM YY	To {end date or ongoing} DDMMYY	Total months			

The firm must provide an evidence of successful execution of a single contract value of at least INR 1 crore in the application software development/implementation project in the past 3 years; Work order/Contract or Certificate of completion or any other relevant document to be enclosed; *You may add more rows*

Sl. No	Name of the Project/Assignment	Brief details of the Service provided	Client and country	Duration of Assignment in months			Value of Contract (in INR)	Whether contract closed or not	Please mention Page No of the supporting document to be referred
				From {start date} DDMM YY	To {end date or ongoing} DDMMYY	Total months			

Firm should be at-least CMM i3Dev certified (Copy to be attached with EoI)

The firm should not have unsatisfactory track record resulting in adverse action taken by Central/State Governments in India³ (an undertaking must be submitted)

Signature of the authorized representative in all pages

³ Mandatory Requirement

**Design, Development and Implementation of CLLMP MIS
EoI Evaluation Criteria**

Evaluation Criteria for Short Listing of Consulting Firms: Qualification criteria for short listing of consultants will be based on obtaining marks regarding the applicant's response in the Request Expression of Interest (REoI). With this, the consultants that are considered most qualified will be short-listed. Principal criteria and marks included for the short-listing of consulting firms are as follows:

Sl.	Evaluation Criteria	Marks allocated
1.	The firm should be in IT business for the last three years*. (Maximum Marks- 10)	
	1.1 Three years of business	5
	1.2 Above 3 years: 02 marks + additional 1 mark for each additional year of business to a maximum of 10 marks	5
	*Firms not registered or not having valid PAN, GST, TAN registrations will not be considered for evaluation.	
	Sub Total:	10
2.	Average annual Turnover in last three financial years (Maximum Marks -15)	
	2.1 Average Annual Turnover of INR 4 Crore in over a period of last three financial years	5
	2.2 Above INR 4 Crore: 05 marks + additional 1 mark for each additional Crore above 4 Crore to a maximum of 15 marks	10
	Sub Total:	15
3.	Firm should be at-least CMM i3Dev certified* (<i>maximum Marks – 15</i>)	
	CMM Level 3: 10 marks CMM Level 4: 12 marks CMM Level 5 or above: 15 marks *No marks will be given to agency which does not have a CMM certification	
	Sub Total:	15
4.	The firm must have at least one active contract with the client (preferably in India) related to software development/customization or implementation support and/or similar assignment relevant to this project scope as outlined in the ToR (Maximum Marks- 20)	
	4.1 One active contract	5
	4.2 More than one contract: 5 marks + additional 2 marks for each active contract to a maximum of 20 marks	15
	Sub Total:	20
5.	The firm must have successfully executed at least 1 (one) application software development/implementation project in the past three years for the central government or the state governments in India; (Maximum Marks -20)	
	5.1 Experience in execution of 01 applications	5
	5.2 Above 01 applications: 5 marks + additional 2.5 mark for each additional application to a maximum of 20 marks.	15
	Sub Total:	20
6.	The firm must provide an evidence of successful execution of a single contract value of at least INR 1 crore in the application software	

Sl.	Evaluation Criteria	Marks allocated
	development/implementation project in the past 3 years; (<i>Maximum Marks -20</i>)	
	6.1 One work orders/contract each of value INR 1 crore or more	10
	6.2 Above one work order/contract each of value INR one crore or more: 10 marks + additional 2.5 mark for each additional work orders/contract to a maximum of 20 marks	10
	Sub Total:	20
7.	The firm should not have unsatisfactory track record resulting in adverse action taken by Central/State Governments in India (Mandatory submission of undertaking; sample attached)	

(Self-Declaration on Non-Judicial Stamp Paper)

Declaration

Date:.....

To whom so ever it may be concern

I/We hereby solemnly take oath that I/We am/are authorized signatory in the firms/Agency/ Company and hereby declare that "Our firm/ Agency /Company do not face any sanction or any pending disciplinary action from any authority against our firms/ Agency/ Company or partners." Further, it is also certified that our firm has not been blacklisted by any government or any other donor/partner organization/World Bank in present.

In case of any further changes which effect of this declaration at a later date; we would inform MBMA accordingly.

Authorized Signatory

(with seal)