

CALL FOR EXPRESSION OF INTEREST (EOI)

Individual Consultant(s)/Consulting Agencies

1.1 ABOUT SeSTA:

Seven Sisters Development Assistance known as SeSTA (www.sesta.org) is an NGO registered in the year 2011, that works directly with poor and marginalized communities in 24 districts of Assam, Meghalaya, and Tripura. We are presently working with over 1.5 Lakh families directly to reduce poverty through enhancing assets/capabilities and facilitating access to sustainable income-earning opportunities. To achieve this vision, we have placed 160 highly motivated and skilled professionals in villages who work directly with communities to:

- Promote/nurture women's collectives to build capabilities and leverage institutional finances for members' livelihoods
- Develop and introduce locally suitable Livelihood activities to increase incomes
- Mobilize finances for livelihood assets and infrastructure
- Set up mechanisms to sustain the livelihood gains made by the communities

1.2 What is the opportunity?

SeSTA, in collaboration with Ashraya Hastha Trust, Bangalore also known as AHT, will be conducting a third party external baseline study in two blocks of Goalpara district, Assam namely Rangjuli and Kuchdhowa.

For a project titled 'Women Farmers Cluster Development Project in Assam' which aims to uplift 4000 women farmers by establishing targeted clusters focused on vermicompost production, vegetable cultivation, horticulture, spices and honeybee farming over a period of 3 years. Recognizing the vulnerability of traditional crops to climate vagaries and market fluctuations, this initiative promotes diversification for resilience and economic stability.

SeSTA is looking for a competent Organization/Firm/Individual Consultant(s) to conduct a baseline study in the proposed working areas with structured tools & methodologies as well as detailed analysis which will allow us to generate various understanding for planned execution of the project. The key attributes of the study should include:

- **Sampling & Methodology**
We want a strategic sampling method around 4000 women farmers. The study must include processes based on the sample method uptaken from the range of total women farmers.
- **Technology Incorporation**
We would also want the details of what tools the organization/firm/individual consultant(s) is using or will be using for this data collection process.

1.4 SCOPE OF THE STUDY:

- Demographic details
- Educational background and literacy rates among women farmers.
- Existing sources of income and livelihoods, type of agricultural activities currently practiced by women farmers, productivity levels, traditional agricultural practices, existing knowledge and skills.
 - Current income source wise
 - Current expenditure pattern
 - Market analysis for products, market participation and sales, legal barriers or constraints faced by women farmers.
 - Current status empowerment, such as women's decision-making power, gender equality related to agriculture and access to and control over productive resources, financial independence, mobility, participation in different forum

- Access and usage to resources such as land, water, farm mechanization and technology for women farmers.
- Access to rights and entitlements
- Status and health of community institutions viz. SHGs, VOs, PGs and CLFs
- Understand the role of stakeholders in the farming community.
- Recognize the stakeholders' role in value chain development and project sustainability.
- Comprehend the challenges and gaps in the existing market system.
- Identify issues in the production process.
- Address skill gaps in the community.

1.5 KEY DELIVERABLES:

1. Inception Report with data privacy and protection measures as well as data validation
2. Draft report with preliminary findings.
3. Final Report based on feedback from SeSTA
4. Data related:
 - a. Access Cleaned Raw Data shared data in Excel/Word accurately and timely
 - b. Securely store data and tools with full confidentiality

**Sharing information and data related to this study to any party/individual/organization will lead to violation of SeSTA's Data Policy and Data Privacy*

1.7 EoI CONTENTS

The EoI should consist of following components:

- About the Organisation/ Individual
- Methodology
- Sampling
- Tools
- Budget breakup
- Timeline
- CVs of personnel
- Past experiences of the similar projects
- Recommendations/Referees

1.7 ESTIMATED BUDGET

The ballpark figure of the estimated budget is 4 Lakhs.

1.8 INDEMNITY/EMD

The selected awardee will execute a Performance Guarantee for **10 % of the total value of the contract** in the form of an Account Payee Demand Draft or a Bank Guarantee from a Nationalized Commercial Bank in an acceptable form. The Performance Guarantee should remain valid for a period of 60 days beyond the date of completion of the project.

1.9 TIMELINE:

The study should be completed within **4-8 weeks** from the award/signing of contract.

2 SELECTION CRITERIA:

Criteria	Points
1.Financial Bid (Fm)	30
2.Technical Presentation on Ideation and adequacy of proposed approach & methodology, tools in line with the requirements	30
3.Past experience work on Baseline study/ Scoping study	20
4.Profile of Consultants/ Organization/ Firm	10
5.Recommendations/References	10
Total	100

The lowest Financial Bid (Fm) will be given a financial score (Sf) of 100 points. The financial scores (Sf) of the other Financial Bids will be determined using the following formula: $Sf = 100 \times Fm/F$; in which Sf is the financial score, Fm is the lowest Financial Proposal, and F is the Financial Proposal (in INR) under consideration.

*The decision of the selection panel will be final and binding.

2.1 IMPORTANT DATES

Type	Dates
1. Advertisement date	12th April, 2024
2. Clarification of any query	18th April, 2024
3. Submission of EoI	21st April, 2024
4. Shortlisting of EoIs	23th April, 2024
5. Final presentation and Opening of technical bid	28th April, 2024
6. Awarding of contract	29th April, 2024

2.2 HOW TO APPLY?

Interested Organisations/ Firms/ Individual Consultant(s) with the relevant background should their detailed EOI with the mentioned specifications to mis@sesta.org on or before **21st April 2024**.

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