

Office of the Project Director, Rajasthan Forestry & Biodiversity Development
Project (RFBDP)

Aravalli Bhawan, Jhalana Institutional Area, Jaipur-302004, Rajasthan, India
Ph.: 0141-2709101; e-mail: rfbdp.afd@gmail.com

File No. F11 (2)/PD/ RFBDP/AFD/PFT/2023-24/ 1484

Date: July 2024

Notice Inviting Expression of Interest (EOI)

Notice Inviting Expression of Interest for providing services for the procurement of a Project Facilitation Team (PFT) under Rajasthan Forestry and Biodiversity Development Project.

Sealed proposals are invited from interested firm/agencies procurement of a Project Facilitation Team (PFT) under Rajasthan Forestry and Biodiversity Development Project for the Rajasthan Forestry and Biodiversity Development Project as per the following:

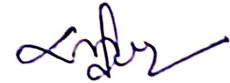
1. Date and time of availability of bid document in the portal (<https://eproc.rajasthan.gov.in>) 2nd July 2024 at 11:30 AM.
2. Last Date and Time for receipt of bids in the portal: 24-07-2024 at 02:00 PM.
3. Name and Address of the Officer inviting the Bid: Deputy Project Director, RFBDP, Rajasthan Forestry and Biodiversity Development Project, Jaipur.
4. Details of subsequent addendum/corrigendum/cancellation etc. may be obtained from the website: <https://eproc.rajasthan.gov.in>
5. Processing Fee: Rs. 2500/- (Non-refundable) in the form of Demand Draft/Banker's Cheque issued in favour of "Managing Director, RISL"- payable at Jaipur.
6. Portal Registration: The bidder intending to participate in the bid is required to register in the portal using his/her active personal/official e-mail id as his/her Login id and attach his/her valid digital signature certificate (DSC) to his/her unique login id.
7. Bid validity 90 days.
8. Bid Procedure: Two stage competitive Bidding
The bidding process will take place in two stages as described below:
 - (i) Stage I- Shortlisting of bidders through EOI
 - (ii) Stage II- RFP shall be issued to shortlisted bidders in Stage-1

Note: Demand Draft (D.D.) of processing fee should submit manually in the office of the Project Director, Rajasthan Forestry and Biodiversity Development Project (RFBDP), Aravalli Bhawan, Jhalana Institutional Area, Jaipur-302004, Rajasthan.

For any other queries, the bidders are asked to contact rfbdp.afd@gmail.com. This bears the approval of competent authority.

Website for downloading Bidding Documents, Corrigendum, Addendums etc.

1. <https://sppp.rajasthan.gov.in>
2. <https://eproc.rajasthan.gov.in>
3. <https://forest.rajasthan.gov.in>
4. <https://afd.dgmarket.com>



Deputy Project Director
RFBDP, Jaipur

Rajasthan Vaniki evam Jaiv Vividhta Vikas Samiti (RVJVVS)
Aravalli Bhawan, Jhalana Institutional Area, Jaipur-302004, Rajasthan, India
Ph.: 0141-2709101; e-mail: rfbdp.afd@gmail.com



Selection of Consultants

-

Request for Expressions of Interest

Consulting Services: Procurement of Services of Project Facilitation Team (PFT)



2nd July 2024

India

Rajasthan Forestry and Biodiversity Development Project

CONSULTING SERVICES

Expressions of Interest

1. Background

Rajasthan is India's driest state, with only 1.16 percent of the country's surface water, and the Thar Desert covering two-thirds of the state's geographical area. The state's average rainfall is 531 mm, compared to the national average of 1,200 mm. Due to severe climatic conditions, Rajasthan's forest and tree cover is only 7.11 percent (forest cover is 4.69 percent, and tree cover is 2.42 percent, respectively), far below the national average of 23.4 percent, and the open forest cover is as high as 71.8 percent of the total forest. Despite such challenging climate conditions, the state has a rich and unique biodiversity, with ecosystems ranging from desert ecosystems in the west to moist deciduous forests in the south. The Aravallis act as a natural barrier to the advancement of the western desert.

However, the state's biodiversity resources are constantly threatened by a variety of natural and anthropogenic factors such as grazing, mining, wild animal poaching, man-animal conflict, and the global issue of climate change. Furthermore, due to recurrent drought and increasing human and livestock pressures, the state faces a significant desertification challenge. About 75% of the state's total population lives in rural areas, and a large number of impoverished people rely on the forest for a living. Over the years, the degradation of forest and grazing lands has jeopardized their means of subsistence.

Conservation of biodiversity and sustainable development are inextricably linked. Long-term social and economic growth requires environmental security. The majority of rural people's livelihoods rely on natural resource bases, either directly or indirectly. Both anthropogenic and climate factors are threatening biodiversity in Rajasthan, causing ecological system degradation, the loss of traditional resource management practices, and a disconnect between the natural and social domains. As the custodian of the forests, the Forest Department operates at the crossroads of people and natural resources. As a result, the department must be prepared to deal with a wide range of challenges and respond quickly.

The French Development Agency – Agence Française de Développement (AFD) and the State Government of Rajasthan intend to fund "The Rajasthan Forestry and Biodiversity Development Project (RFBDP)" to assist the Forest Department of Rajasthan in its efforts to effectively manage its forest and biodiversity. RFBDP would advocate for increased forest management orientation toward improving the state's overall ecological balance through targeted interventions for biodiversity conservation and community empowerment. The proposed project will help the state address the looming challenges of climate change by

improving ecosystem resilience and inclusive socioeconomic development. The RFBDP is intended to enable the Forest Department to carry out interventions to conserve biodiversity, resolve human-wildlife conflict, and reduce the risk of severe ecological losses. The project will cover approximately 800 villages in undivided districts of eastern Rajasthan namely Alwar, Baran, Bhilwara, Bharatpur, Bundi, Dausa, Dholpur, Jaipur, Jhalawar, Karauli, Kota, Sawai Madhopur, and Tonk and any new districts formed out of the area of these districts.

2. Project Objectives

The RFBDP is expected to provide strong support to the Department in order to secure critical natural resources for Rajasthan, the growth and management of which directly correspond to National Commitments and International Agreements. The project would improve the network of protected areas in order to protect wildlife habitat. By involving social groups in the development and management of the project and providing livelihoods to diverse groups of women and men, the Project emphasizes the importance of socioeconomically and gender-differentiated traditional and community knowledge. RFBDP will pursue the following objectives:

1. To Protect and develop natural forests of the Project area
2. To improve the conservation status of threatened taxa
3. To restore grasslands in arid regions for fodder management and enhancing carbon sequestration
4. To improve the biological diversity and preservation and restoration of habitats including wetlands
5. Secure sustainable forest management by improving forest administration, community organizations, livelihood, and other stakeholders

Project Goals

The details of the project goals are as follows:

Goal 1: To promote the conservation of plant species diversity and increase the green cover

1. Increase the forest cover of the State by intensive and extensive afforestation on available forest as well as non-forest land.
2. Improving Tree outside Forest Cover by incentive-based agro forestry.
3. The forest area of Rajasthan shall be effectively conserved by in-situ and exsitu methods or by the creation of plant Micro-reserves as well as adopting different plantation models.
4. Scientific eradication of invasive alien species *Prosopis juliflora* and *Lantana camera* for regeneration of local biodiversity in the state.
5. Areas of particular importance to biodiversity should be protected i.e. National Parks, Sanctuaries, Wetlands, Sacred Groves (Orans), etc.
6. Habitat improvement of wildlife sanctuaries, conservation reserves, etc for improvement in wildlife and reduction of man-animal conflict.
7. To improve the status of threatened species.

Goal 2: To improve the soil and moisture condition of degraded forest areas, pasturelands, and other non-forest areas through soil moisture conservation work

Construction of Soil and moisture conservation structures in forest areas, protected areas, and non-forest areas with the expectation of improving the moisture regime. Such activities shall also impinge directly on the growth of grass & other undergrowth, thereby creating new and effective carbon sinks. Conservation of rainwater and increased carbon sequestration are vital components in climate change mitigation and local adaptation.

Goal 3: Conservation of Biodiversity and Reduction in Man-Animal Conflict

1. *In situ and ex-situ* conservation of flora and fauna by creation/development of Plant Micro Reserves, Protection of forest boundaries by the construction of boundary walls, Conservation Reserves, and Habitat improvement of existing protected areas.
2. Habitat improvement of wildlife sanctuaries and protected areas for improvement in wildlife and reduction in man-animal conflicts.

Goal 4: To maintain the capacity of ecosystems to deliver goods and services and support livelihoods

1. Biological resources support sustainable livelihoods, especially for poor people. Such resources need maintenance and augmentation. Ecosystem services thus created are likely to positive impact on output in the vicinity. Increased income and more livelihood are thus natural expectations.
2. Protection of traditional knowledge, innovations, and practices including their rights to benefit sharing. Gender inclusiveness and transformative approaches shall be adopted to ensure social inclusion across the project activities.

3. Project Facilitation Team (PFT)

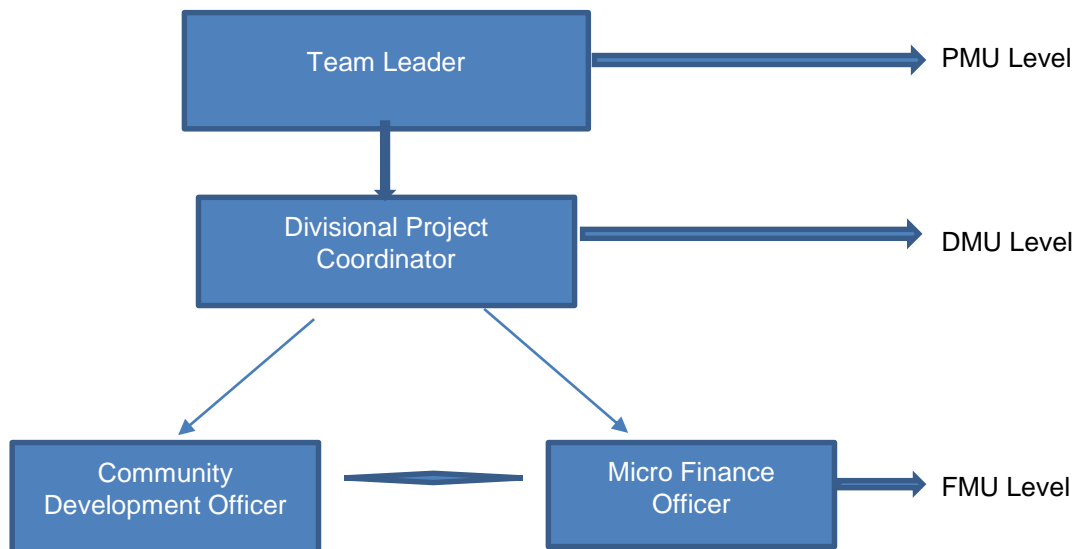
The RFBDP has received financing from Agence Française de Développement ("AFD"), and intends to use part of the funds thereof for payments under the following contract: Hiring of Project Facilitation Team(PFT) for undivided districts of eastern Rajasthan namely Alwar, Baran, Bhilwara, Bharatpur, Bundi, Dausa, Dholpur, Jaipur, Jhalawar, Karauli, Kota, Sawai Madhopur, and Tonk and any new districts formed out of the area of these districts, for executing tasks: Community Mobilization and Institutional Building, livelihood Improvement, Microfinance & Linkages aspect, Forestry and Biodiversity Conservation and Project Progress Reports/Management Information System (MIS)/Accounts, during Project Duration of 8 years.

KEY ROLES AND RESPONSIBILITIES OF THE PROJECT FACILITATION TEAM (PFT)

The PFTs shall be responsible for operationalizing all activities and processes in the project villages. Recognizing the significance of the PFTs' role in the project implementation, RFBDP proposes to engage the Resource agency for providing services as PFT teams for various activities and manage them. The PFTs will be headed by a Divisional Project Coordinator (DPC) who will be the key person

responsible for the implementation of the project in all the project villages of the division under the guidance of the Project Officer (concerned DCF). Divisional Project Coordinator (DPC) will report to Team Leader at the PMU (Project Management Unit at State level).

Organogram structure (PFT)



The Divisional Project Coordinator (DPC) in DMU (Divisional Management Unit at District Level) shall be supported by the Community Development Officers & Microfinance Officers placed at each FMU (Field Management Unit at Range/Village level). They shall provide technical assistance and capacity-building support to community institutions. The PFT members shall also record and document the progress of the project.

The specific tasks assigned to the PFTs shall be:

A. Community Mobilization and Institution Building:

- To assist in suitably and adequately mobilizing people for various activities of the project.
- To assist in conducting surveys, mapping, wealth ranking, etc.
- To assist in conducting conduct of IEC/CET activities in the project areas regularly.
- To assist in the preparation of a micro plan of the village after adequate PRA/RRA exercises and sufficient sensitization of the people.
- To assist in the formation and re-constitution of grass root level institutions (VFPMC/EDC/SHG/WC/CUG) on a regular basis to perform various activities of the project.
- To assist in organizing regular meetings of VFPMC/EDC/SHGs, record keeping, and reporting.
- To assist in preparing Micro Plans and their revision in the prescribed duration on a regular basis.

- To develop capabilities among the people to coordinate, manage, monitor, and evaluate the progress of various components and activities of the project against the intended project objectives.
- Analyze the training needs with respect to the community at the VFPMC/EDC levels.
- To assist in the preparation of the annual training calendar, and training schedule, identify resource persons for training and other Community Mobilization & Capacity Building activities.
- To assist in corrective actions for improving the community mobilization & capacity-building aspects.
- To assist in organizing and coordinating the awareness camps, extension camps, training, workshops, exposure visits, etc. at the VFPMC/EDC levels.
- To assist in developing sufficient and adequate linkages with capable training institutes for skill up gradation and capacity building of the people of the village.
- To assist in establishing the convergence with other line departments, agencies, PRIs, and financial institutions.
- Any other works ancillary and necessary to the execution of project interventions

B. Livelihood Improvement, Microfinance & Linkages aspect

- To assist in enhancing the capacities of the communities in terms of knowledge, skill, and input involved in implementing the economic development programs.
- To assist in Identification and analyzing the key issues/strategies/resources/activities related to livelihood and its opportunity at the field level with sustainability and put forth those with the project persons concerned for necessary actions.
- To assist in the development of a roadmap of the livelihood& financial inclusion aspects and its effective implementation at the VFPMC/EDC level.
- To assist in identifying beneficiaries of various project components especially those related to poverty alleviation and livelihood improvement.
- To assist in the formation of new Self Help Groups and strengthen the existing ones.
- To assist in preparing the livelihood plans based on the cluster approach and their proper execution at the SHGs level.
- To assist in supervising and monitoring the reach of project benefits on microfinance aspects at the VFPMC/EDC and community levels.
- To assist and facilitate training programs /exposures on specific issues of microfinance for SHGs for ensuring the sustainability of the institutions.
- To assist SHGs in the preparation of business plans for activities selected by them in cluster form.
- To assist in facilitating skill development programs/vocational training with the help of suitable resource institutions.
- To assist in establishing the coordination with banks and other institutions and establish linkages for credit, extension, insurance, and market at the village and community level.
- To assist in the development of a value chain relationship that covers the assessment of value addition needs and facilitating the same including the creation of small-scale business and market linkages at the community level.
- To assist in the establishment of clusters/ federations and producer companies.

- To assist in facilitating the identification of existing functional SHG and capacity building of the same for SHG Federation as well as for livelihood development.
- To assist in establishing the linkage of SHGs federations, Companies with banks & other financial intermediaries (Micro Finance Institutions / Non-Banking Financial Companies (NBFC) in any form, etc).
- Coordinating with other agencies working in the area to achieve synergy of efforts and investment.

C. Forestry and Biodiversity Conservation

- To assist CMU/DMU/FMU in the selection of suitable villages for carrying out project activities.
- To assist in conceptualizing, planning, implementing activities, and maintenance of assets created in the project effectively.
- To assist in identifying the key natural resources in VFPMC/EDC areas and identify issues, problems, and opportunities for the protection and conservation of those resources.
- To assist in the development of a road map/ preparation of management plan/Annual Plan for implementation of project activities at the VFPMCs/EDCs and community level.
- To generate awareness among villagers about agro-forestry and its advantages.
- To assist in promotion and livelihood generation through eco-tourism.

D. Project Progress Reports/Management Information System (MIS)/Accounts

- To assist in the management of project data, preparation and submission of monthly physical and financial progress reports, project-related other information/data, timeliness, accuracy, etc.
- To assist in developing the roadmap of establishing and strengthening record keeping and data for FMDSS at the level of VFPMCs/EDCs.

4. Expression of Interest (EOI)

The RFBDP hereby invites Bidders to show their interest in delivering the Services described above. This Request for Expressions of Interest is open to: Any single entity firm/Joint Venture (JVs) with Consulting firm (Pvt. Ltd, Ltd, Partnership firm) as the lead bidder. Consulting firms/NGOs may be included as JV partners in Community Mobilization and Institutional Building, livelihood Improvement, Microfinance & Linkages aspect, Forestry, and Biodiversity Conservation Projects.

Eligibility criteria for AFD financing are specified in sub-clause 1.3 of the "Procurement Guidelines for AFD-Financed Contracts in Foreign Countries", available online on AFD's website: <http://www.afd.fr>.

The Bidder shall submit only one application, in its own name. If a Bidder submits or participates in more than one application, those applications shall be all rejected.

All coordinators / Field officers (PFT) are expected to be deployed full-time on the project and would have to be based out of Rajasthan during the course of the project. They should be able to communicate in English, Hindi, and the local language. Field

staff must be able to speak the local language. Familiarity with any other local language would be an advantage.

Interested Bidders must provide information evidencing that they are qualified and experienced to perform those Services. For that purpose, documented evidence of recent and similar services shall be submitted.

Determination of the similarity of the experiences will be based on:

- The contracts size;
- The nature of the Services
- The technical area and expertise
- The location

Among the submitted applications, Rajasthan Forestry and Biodiversity Development Project (RFBDP) will shortlist a maximum of six (6) bidders as per the Score cum Ranking Criteria defined in the EOI document, to whom the Request for Proposals to carry out the Services shall be sent.

Expression of Interest may be downloaded from <https://sppp.rajasthan.gov.in>, or <https://afd.dgmarket.com>, or <http://forest.rajasthan.gov.in> and must be submitted on <https://eproc.rajasthan.gov.in> no later than **24th, July, 2024**.

A bidder may seek clarification of the EOI Document through e-mail on or before 15th July, 2024.

To

The Project Director, 'Rajasthan Forestry and Biodiversity Development Project (RFBDP), Aravalli Bhawan, Jhalana Institutional Area, Jaipur-302004, (Rajasthan), India.

Email: rfbdp.afd@gmail.com

Tel : +91-141-2709101/5199654

Annexure 1: Format for Expression of Interest

The expression of interest must be submitted along with the following documents:

- a) FORM 1: Organization Details
- b) FORM 2: Compliance with Eligibility Criteria
- c) FORM 3: Credentials / Past Experiences for all the projects cited under eligibility criterion

{Note: In case, the documents submitted are in any language other than English, the Bidder shall submit a self-certified copy of the translated document in English (along with originals).}

Form 1: Organization Details

I.	Name of the Organization		
II.	Details of the Organization	<ul style="list-style-type: none"> • Address of the Registered Office: • Telephone: • Website: 	
III.	Information about the Organization	<input type="checkbox"/> Year of Establishment: <input type="checkbox"/> Status of the Organization : (Sec25, Societies) :	
IV.	Name and designation of the person authorized to make commitments	<input type="checkbox"/> Name <input type="checkbox"/> Designation <input type="checkbox"/> E-mail <input type="checkbox"/> Contact Number	
V.	Annual Turnover for at least three Financial Years out of the last five years (The bidder should have a minimum average annual turnover of INR 50 Crores and above from Indian operations over any three financial years out of the last five years)	Financial Year	Annual Turnover (INR)
		2018-2019	
		2019-2020	
		2020-2021	
		2021-2022	
		2022-2023	
		Please attach audited annual accounts statements for the 03 financial years out of the last 05 years. The CA certificate shall also be duly sealed and signed by the authorized representative of the bidder	
VI.	Number of professionals in the organization/s		

Form 2: Compliance to Eligibility Criterion

S.No.	Eligibility Criterion	Compliance (Yes/ No)	Documentary Evidence Required
1	Entity legally registered under appropriate authority for last 10 years (Supported by CIN/GST/ PAN or any other legal document issued by govt. of India)		Copy Certificate of Incorporation issued by the relevant authority in the country of establishment
2	The bidder should have a minimum average annual turnover of INR 50 Crores or higher from three financial years out of the last five years (FY18-19, FY19-20, FY20-21, FY21-22, FY 22-23).		Self-certification. Copies of the audited balance sheet and I/E Statement duly sealed and certified by the CA and the authorized representative of the bidder.
3	Experience in projects undertaken in Community Mobilization and Institutional Building, livelihood Improvement, Microfinance & Linkages aspect, Forestry, and Biodiversity Conservation, etc. (at least 3) in the last 10 years in India. Preferably at least one project should be of similar size and nature in Rajasthan		The work order of previous projects delivered
5	The company should have at least 50 full-time Consulting professionals on its rolls as on 31.3.2024		Work order/contract
6	The company shall provide the undertaking that it will provide the manpower to all districts of the Project Area for the entire contract period, to be eligible for technical evaluation		Undertaking document

Scoring cum Ranking Criteria

S.No	Criteria	Marks Assigned
I	Number of Qualifying Projects	1 mark for 3 projects, 1 mark each for each additional project
II	Number of Qualifying Projects in Rajasthan	1 mark for each qualifying project in Rajasthan

Note: Please note that total marks will be considered for the scoring of bidders; the top 06 scorers will be selected for RFP.

Form 3: Format for Credentials / Past Experiences for projects cited under eligibility criterion form 2 (Maximum 2 pages per credential)

Assignment name:	Country: Location within the country
Name of Client:	Address:
Name of the Legal Entity in whose name the contract is:	Duration of assignment (months):
No. Of person months of the assignment:	Start date (Month/year): Completion date (Month/year):
Approx. Value of the overall contract (in INR):	
Name of associated organizations, if any:	Role of Consortium member:
Narrative Description of the Project:	
Detailed Scope of Services, coverage, and relevance to this project:	
Copy of contract attached/ grant funding?	YES / NO



Form-4 Matrix template for evaluating Expressions of Interest (Not to be filled by the bidder)

The table below will be used to establish the shortlist of Applicants. It would be required by the client, bidder are requested not to furnish the details.

Name of the Applicant:

	Reference in Form 2	Entity legally registered under appropriate authority for last 10 years/(Supported by CIN/ GST/PAN or any other legal document issued by govt. of India)	The bidder should have a minimum average annual turnover of INR 50 Crores or higher from any three financial years out of the last five years (FY18-19, FY19-20, FY20-21, FY21-22, FY 22-23).	Experience in projects undertaken in Community Mobilization and Institutional Building, livelihood Improvement, Microfinance & Linkages aspect, Forestry, and Biodiversity Conservation, etc. (at least 3) in the last 10 years in India. Preferably at least one project should be of similar size and nature in Rajasthan	The company should have at least 50 full-time Consulting professionals on its rolls as on 31.3.2024
[Experience A]1					
[Experience B]					
[Experience C]					
[Etc.]					
Total2					

¹ Each row will be a separate experience which is listed in the application.

² The "total" for each column indicates the number of experiences which meet the criterion

* North-Western region of India as per the MHA (Ministry of Home Affairs) document
