

Plan Review Cell (PRC)
Madhya Pradesh Planning Commission

*(Plan Review Cell (PRC) is anchored within the Madhya Pradesh State Planning Commission (MPSPC),
Department of Planning, Economics & Statistics, Government of Madhya Pradesh)*

INVITATION TO SUBMIT EXPRESSIONS OF INTEREST
FOR ENGAGEMENT OF CONSULTANTING AGENCIES FOR PROVIDING
TECHNICAL SUPPORT IN STRATEGIC PLANNING, MONITORING OF PLAN'S IN
SELECTED SECTORS OF STATE DEVELOPMENT

1. INTRODUCTION

With thrusts on thematic development, the respective line ministries/departments are issuing guidelines for preparation of specific development plans such as Health Plan, Education Plan, Water and Sanitation Plan, Agriculture Development Plan, Rural Road Development Plan, etc., In order to use resources efficiently and effectively, active involvement of the local governments, Vertical planning process needs to be transformed into a horizontal planning process, where local governments and other planning entities work together and develop plan.

Sectoral Plan- Convergence in Planning Process:

Sectoral plans on the other hand, are detailed documents describing the route, difficulties, traps and side roads that will lead to the achievement of states vision 2018 and the policy goals/objectives of a given sector. There are detailed situation analyses of the sectors, but more focussed to find the ways on how to achieve future objectives.

As all the sectors are dependent on each other thus Convergence based sectoral plans need to be developed to address various issue/ concern arising within the sectors. Such issue/concern may include better planning, good governance and improved public administration, improved services delivery, public works and natural resources management and coordination among sectors.

Sectoral plans describe the existing opportunities, constraints and actions within the sector and help to identify the way forward to achieve sectoral policy goals. Planners approach the way forward in two ways:

- (i) Initiate completely new program/activities in the sector or
- (ii) Strengthening existing program by improving to make them more exhaustive.

The Plan Review Cell (PRC) anchored within the MP State Planning Commission (MPSPC), Department of Planning, Economics & Statistics, Government of MP (GoMP) is mandated to support GoMP departments in the design and review of their policy initiatives and

programmes and, in line with this mandate, undertake or commission specialized research on issues relating to poverty, inequality, gender and social exclusion.

The decision on which of the two approaches (or on appropriate combinations to take) depends on the situation analyses and policy goals of the sector.

Convergence based Planning approach - PRC

- A. **Support for Convergence based Planning approach:** The main area of engagement for PMPSU in the year 2016-17 would be to provide Technical support to the state planning commission through inputs on sectoral planning approach into the State Plan. On an annual basis, sectors are identified in consultation with the Planning Commission and other line departments.
- B. It will be essential to tap all other recourses to bring about optimal level of growth. A system of wealth accounting will be developed to harness the potential wealth of the state.
- C. While Principal Advisers and Advisors of MPSPC will provide strategic oversight for developing sectoral planning approach. For technical support services of renowned various domain expert agencies would be solicited from open market. Such experts agencies would be hired for fixed term with clear deliverable linked payments.
- D. **Technical support to lead departments from MPSPC:** It is decided to hire domain experts /agencies from open market on QCBS methods of hiring consultants for identifying sectoral planning priorities, perspectives and ensuring convergence planning with lead departments/agencies in following areas for the **planning cycle 2017-18 onwards** which foster the overall economic growth of the state
 - I. Primary sector
 - II. Secondary Sector
 - III. Tertiary sector
 - IV. Socio-cultural & economic sector (all including)
 - V. Human resource (detailed)
 - VI. Education (detailed)
 - VII. Health (detailed)
 - VIII. Governance and Ease of doing business
 - IX. Infrastructure
 - X. Public private cooperation
 - XI. Financial Management /Financial Inclusion/Taxation

- XII. Natural Resource Management, Climate change & Disaster Management
- XIII. Criminal justice and admin.
- XIV. Community self-reliance
- XV. Communication /Advocacy/ Information Education and Communication/ BCC

- Sectors mentioned above are non-negotiable and SPC expects that the selected sector specific agency will be fully answerable to provide thematic expertise by constituting different thematic working groups.
- Selected agency will also be answerable for Institutional Convergence, Human Resource Convergence and Funds Convergence in the planning process.
- Maximum 3 Sectors/themes can be carefully chosen by one agency/consortium for proposing technical support.
- During the period of assignment the above sectors specific team members shall be placed in Bhopal local (selected agency will ensure their local office in Bhopal) or team shall be stationed in the premises of lead department /State Planning Commission. The space may be provided by the concerned department. Agency has to meet all running/recurring cost of local office.
- The selected team should possess a strong capacity in qualitative research skills, interpersonal skills and knowledge of the local state context. Agency has to ensure that proposed team can justify each area under the study.

In undertaking the assignment, the Consultants will be required to:

- Work closely with concerned departments with the general guidance of PRC and MPSPC. Short Term, Mid Term and Long Term Planning of each Department /sectors need to be developed within agreed time frame.
- Understand the National Level Scenario of the Sector and capture the progress of state vis- à-vis that at national level.
- Analyse available data to create an update status statement of the concerning sector including a profiling, baseline, gaps assessment, potential, required level of achievement (relating to goals and vision), ways to achieve etc. All the analysis need to be carried out at district level for rural and urban areas.
- Identify subject area for undertaking a mix of quantitative and qualitative research.
- Identify of key issues and challenges that constrain targeted groups from accessing the public services, including issues around and factors. Suggest likely ways for improving delivery system related to sector.
- Provide clear recommendations on the way forward with respect to the convergence based planning, issues and challenges and possible medium-term options, if any, for the allied sector and other ongoing interventions in the concerning Sector to be rationalized into a comprehensive package for the state.
- To deliver comprehensive plan for the sector (including sectors impacted by sector under study) for next five years and split in annual plan.

- Developing output and outcome indicators of the sector on which progress can be monitored.
- While undertaking the tasks, the Consultants are expected to maintain close contact with the PRC and provide monthly updates on progress and emergent findings.

2. GUIDING CRITERIA FOR SELECTION OF CONSULTANTS

The PRC now invites eligible Consultants to indicate their interest in the assignment and provide information indicating that they are qualified to perform the services envisaged. Consultants can associate to enhance their qualifications. Following review of the EoI submissions, the PRC will invite shortlisted applicants to submit full technical and commercial proposals. The Consultants are expected to meet the following criteria:

- At least 5 years' experience of rendering consulting services in the Sector Applying (essential)
- Proven track record of Plan Formulation, evaluation of developmental plans and programmes particularly the government's plans / programmes (essential)
- Have an more than Rs. 5 crore for each of the last three years (essential)
- The bid security of Rs. 100000/- (Rs. One Lakh) enclosed along with the proposal.
- Experience of working in Madhya Pradesh (desirable)

The PMPSUS will take into account the financial standing of applicants and their experience of similar work, particularly in MP, while assessing the EoIs.

4. EXPECTED CONTENTS OF THE EoI SUBMISSION

EoI submissions should contain the following:

- Section 1: Application Form (the Application Form is available as Annex I)
- Section 2: An Organization Profile providing details of current activities and management structure (*not more than two A4-sized pages; minimum font size 12; in instances when the Consultants have chosen to associate with others, this information has to be provided for the lead agency only*)
- Section 3: A Capability Statement which illustrates the expertise and experience within the organization to provide the services mentioned above (*not more than four A4-sized pages; minimum font size 12*)
- Section 4: A brief write-up (not more than 2 pages) on the sector specific understanding, Present need in the local context ,suitable methodology for proposed assignment and limitations(if any)
- Section 5: CVs of Key Team Members who are expected to provide the services mentioned above (*not more than two A4-sized pages per CV; minimum font size 12*)
- Section 6: Evidence of Incorporation (*in instances when the Consultants have chosen to associate with others, this information has to be provided for the lead agency only*)
- Section 7: Audited Balance Sheets and Profit & Loss Statements for the last three years (*in instances when the Consultants have chosen to associate with others, this information has to be provided for the lead agency only*)
- Section 8: A note on potential Conflict of Interest issues and how these are proposed to be avoided

- ix. Section 9: Letters of Association from associate Consultants/ individuals

5. GENERAL TERMS AND CONDITIONS

- i. The PRC reserves the right to reject any or all EoIs received in response to this Notice without assigning any reason and its decision in this regard will be final.
- ii. Only shortlisted Consultants will be invited by PRC to submit full technical and commercial proposals.
- iii. EoI submissions from organizations found to have indulged in any corrupt or fraudulent practices will not be considered.

6. SUBMISSION DATE, TIME AND ADDRESS

EoIs in the specified format are to be submitted in hard copy a sealed cover marked 'Expression of Interest- For engagement of consulting agencies for providing technical support in strategic planning, monitoring of plan in key sectors of state development by 1700 hours of 30 April 2016 at the following address:

Shri Rajendra Mishra, IPS
Principal Adviser, MPSPC
C-Wing, First Floor
Vindhyanchal Bhawan
Bhopal 462 004

Softcopy of EoIs to be sent by email at **pmpsusmp@gmail.com** by 1700 hours of 30 April 2016.

EoIs received after the due date shall be summarily rejected.

**ANNEX I: EoI APPLICATION FORM FOR
FOR ENGAGEMENT OF CONSULTANTING AGENCIES FOR PROVIDING
TECHNICAL SUPPORT IN STRATEGIC PLANNING, MONITORING OF PLAN IN
KEY SECTORS OF STATE DEVELOPMENT**

1. ORGANIZATION DETAILS

(Please enter the information requested in the spaces provided. In instances where Consultants have chosen to associate, information under this Section must be with regard to the lead company only.)

Name: _____

Country of Incorporation: _____

Years in Business: _____

Parent Organization (if applicable): _____

Full Postal Address: _____

2. CONTACT PERSON DETAILS

(Please enter the information requested in the spaces provided.)

Name of Authorized Representative: _____

Designation of Authorized Representative: _____

Contact Telephone Number: _____

Contact Fax Number: _____

Contact e-mail: _____

3. SELECTED SECTOR (Maxi.03 sectors can be selected by one agency)

4. RELEVANT EXPERIENCE

(Please list assignments undertaken in the last five years in which the Consultants and their partners (in instances where Consultants have chosen to associate) have delivered services similar to that mentioned above).

Assignment Title	Brief Assignment Description	Lead Consultant Firm	Associate Consultant Firm	Start Month and Year	End Month and Year	Contracting Authority	Value (in Rs.)