

EXPRESSION OF INTEREST FROM NGOs FOR
CONDUCTING COMMUNITY BASED ACTIVITIES
IN SLUMS UNDER SMART CITY INTERVENTIONS

Bhubaneswar Smart City Limited (BSCL)

Block -1, 2nd Floor, BMC- Bhawani Mall
Sahidnagar, Bhubaneswar – 751 007

**EXPRESSION OF INTEREST FROM NGOs FOR IMPLEMENTING COMMUNITY BASED
ACTIVITIES IN SLUMS UNDER SMART CITY INTERVENTIONS**

1. Introduction

Bhubaneswar has topped the list in the ‘Smart City Challenge’, an initiative by the Government of India to drive economic growth and improve the quality of life of people in urban areas. The Bhubaneswar Smart City plan focuses on “*creating a model of sustainable urbanization based on new urbanism principles that have transformative potential to provide people with prosperity, safety and equity*” The key elements of the plan are ‘Area Based Development’ of 985 acres of area centred on the main city known as ‘Bhubaneswar Town Centre District’ (BTCD) and ‘Pan City Solutions’ for the entire city. While the pan city solution targets at providing smart solutions through a centralized command and control center, inter-agency and inter-sectoral collaboration and urban mobility, the area based development focuses on land use planning and infrastructure development of the BTCD area.

In the process of rolling out the Smart City Plan, proactive steps are being taken by Bhubaneswar Municipal Corporation (BMC), Bhubaneswar Development Authority (BDA) and Bhubaneswar Smart City Ltd (BSCL) to engage a wide range of organisations, institutions and most importantly the citizens in the entire process to achieve the specified goals of the Smart City Plan. Bhubaneswar Development Authority has partnered with United Nations Population Fund (UNFPA) with the aim to develop an integrated and synergistic model for social interventions through scientific planning, and community engagement. The proposed intervention will help in achieving some of the measurable impacts outlined in the Smart City proposal like improving public service delivery through citizen-centric approach, reducing vulnerabilities, promoting social cohesion by increasing opportunities for citizen engagement, women empowerment, decreasing social inequalities and safety of citizens, especially children, women and elderly and make Bhubaneswar a Socially Smart City.

BSCL invites **Expression of Interest** (Eoi) from experienced NGOs to conduct community based activities in slums in the Bhubaneswar Jurisdiction Area under the ‘Smart City’ interventions and the services of the selected NGO/s shall be utilized by BSCL and other authorities from time to time depending on the prioritized slum development interventions.

2. Objectives

The specific objectives of the interventions would focus to:

- a) Develop a youth-centric and youth-led integrated social intervention model to support citizens connect initiative.
- b) Promote safety and security of girls and women in Bhubaneswar with specific focus on urban slums through community partnerships.
- c) Increase availability and accessibility of social, health and other development programmes for the vulnerable and marginalized population sub groups.

3. Eligibility Criteria

- i. The Agency must have established office in Bhubaneswar city
- ii. The Agency must have at least two years experience of working in Bhubaneswar slums in the Social Sector field, namely in the areas of,
 - a) Health
 - b) Education
 - c) Sanitation
 - d) Environment
 - e) Women rights issue
 - f) Child safety, education etc.
 - g) Youth & Development
 - h) Community Volunteer programme, etc.
- iii)
 - a) The Agency must be a Non-Government Organization (NGO) registered under relevant Acts.
 - b) Preference will be given for NGOs particularly experience of working with State/Central Govt./schemes and/or International Organizations/NGOs.
 - c) Preference will be given to NGOs, which have prior experience of working with BDA/BMC.

4. Other Conditions

- I. Even if an applicant firm satisfies the above requirements, it will be subject to disqualification if it has:

- a. Made a false representation in the form, statement and attachments required in the Registration documents;
 - b. Record of poor performance such as abandoning work, not properly completing contract, financial failures or delayed completion;
 - c. If it has been convicted by any court of law.
- II. An Applicant must not have, during the last two years, failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant, nor been expelled from any project or agreement nor have had any agreement terminated for breach of contract by such Applicant.
 - III. A self-declaration as a compliance of the above clause 4.1 and 4.2 shall be attached by the agency.

5. Scope of Services

The illustrative scope of services shall include as give below: (however, the detailed scope of work shall be intimated to the selected agency on issuance of work order):

I. Youth Engagement Programmes in slums of BTCD area

Task 1: Community Sensitization and Dialogue:

The selected NGO will be responsible to

- Organize sensitization programmes for youth leaders, elected representatives, community groups and key decision makers in the slums to inform, involve and engage them in slum development interventions.
- Organize sensitization programmes for NGOs/CBOs, MahilaArogyaSamitis, Women SHG members, front line functionaries and other stakeholders to bring them to a common platform and engage them through dialogues and discussions on issues related to the slum dwellers.
- Conduct theme based sessions such as violence against women, rights and gender equality, youth involvement and other such issues. Special sessions will be organized for young migrants to adapt to new life in the city, reduce vulnerabilities and create awareness on opportunities that would help in realizing their aspiration
- Develop/Adapt theme wise modules and other resource and communication materials to facilitate the discussions

Task 2: Formation of Youth Clubs

- Mobilize young boys and girls from identified slums to form clubs/groups
- Organize fortnightly meetings with the young boys and girls on various themes like life skills, relationships, health including SRH, gender sensitivity, gender based violence, opportunities for skill development, career counseling and financial literacy.
- Train identified young boys and girls from the slums as peer educators/leaders.

Task 3: City Changer Labs

- Organize discussion forums in the slums on issues related to the area viz: domestic violence, substance abuse, sanitation, drinking water, livelihood etc.
- Facilitate the discussions in the slums and help the people to bring out solutions to the identified issues.
- Document and disseminate the activities taken up in the slums and connect with the wider mass through various forums (social media, print and electronic media etc).

II. Empowerment and well-being of girls and women

Task 1: Sensitization of men and boys

The NGO/Agency will

- Organize sensitization sessions for men and boys of the identified slums on gender equality, domestic and sexual violence, legal provisions, rights of girls and women and gender sensitive behavior

Task 2: Orientation of frontline workers

- Orientation programmes for ANMs, ASHAs and AWWs, members of MahilaArogyaSamitis, WSHGs and other frontline workers on safety, security and well being of girls and women in the slums
- Facilitate linkages services for health, women and child development, police and legal aid and government programmes and schemes.
- Develop/Adapt theme wise modules and other resource and communication materials to facilitate the discussions

Task 3: Convergence with line departments

- Convergence and linkages to strengthen sexual and reproductive health services in the slums of Bhubaneswar city
- Convergence and linkages to promote skill development, vocational education and other developmental programmes in the slums
- Identify and enlist drop out girls (and boys) from the slums who could benefit from skills development programmes.
- Link the potential candidates to vocational and skills development trainings organized by various government and private agencies.
- Build linkages and convergence with other sectors to strengthen programmes to improve reach of ongoing social development initiatives.
- Strategically work with BDA/BMC and government departments to leverage and strengthen on-going programmes and schemes to ensure synergy.

III. Research and Documentation

Task 1: Conduct Survey and community mapping exercises

- Support BSCL in identifying vulnerable pockets in the slums, mapping the basic amenities available in the identified slums.
- Conduct the community surveys through involvement of the community by engaging slum level CBO's.
- Support BSCL in conducting socio-economic and other community surveys, if required.
- To promote convergence with other city wide schemes supported by other development schemes, programmes and missions if required.
- To collate and ensure that the data collected at the slum level is ratified by the CBOs /community structures before finalization of data at the BSCL level for further analysis.
- To provide inputs and support in categorizing and classification of slums based on the socio-economic data, spatial data as per the GIS manual / guidelines and the planning guidelines.
- To ensure community participation through slum based NGOs/CBOs in the adoption of choices for development models in the case of re-location and up gradation of slums.

Task 2: Documentation and Dissemination

- Documentation of case studies, good practices, lessons learnt.
- Preparation of IEC Materials such as Leaflets, Posters, Banners.
- Document strategies and interventions for dissemination and possible replication in other similar milieus and population groups.
- Facilitate in organizing workshops, meetings and other discussion forums.

The Agency shall have credibility to ensure community participation and capacity to articulate the slum dwellers' interests sensitively. It is required to support the BSCL in ratification of survey data by the community structure / CBO's and in developing the framework for slum development. It is also expected to conduct surveys, social audits, concurrent evaluations to ensure rigorous monitoring and evaluation at each stage of intervention.

6. Geography / Area of Work

The proposed interventions will be carried out in Bhubaneswar Town Centre District (BTCD) with focus on slums specified under Bhubaneswar Smart City Plan. The other slums may be taken up as necessary.

7. Funding:

The Budget to the selected NGO will be Rs 9,90,924 (approx.), inclusive of taxes, for a period of one year. The funding will be as per the actual deployment of the Project team. The NGO expenses include the Project Manager, two Field Coordinators, Programme management expenses, One time support costs, NGO Administrative expenses.

8. Project Duration:

The duration of the Project is for a period of one year. However, the project period may be extended subject to performance and availability of funding.

9. Project team:

The Project Team shall consist of the following:

- i. Project Manager: He/She will be paid an honorarium of Rs 30,000 per month

- ii. Field Coordinators: Two coordinators will be paid Rs 14,000 as honorarium and Rs 1000 for travel each.

The project team will be provided programme management expenses of Rs 5,600 per month.

The proposed Project team will have to be present at the time of the evaluation by the Technical Committee.

10. Evaluation Criteria

The submitted proposals will be evaluated by a Technical Committee based on the experience, team composition and approach and methodology towards implementation of the project. The Committee will prepare a shortlist of the NGOs that will be invited for a power point presentation of 15 minutes duration regarding their approach and methodology for the project. The NGO authorized person along with the proposed Project team will have to be present during the Technical Evaluation. Based on the evaluation criteria below, marks will be awarded by the Committee.

The NGO that achieves the highest marks will be awarded the work.

Evaluation parameters and criteria for Technical Score:

S. No.	Minimum Technical Criteria	Points	Max. Points
1	The Agency should have experience of experience of working in Bhubaneswar slums in the areas of Health, Education, Sanitation, Environment, Women rights issue, Child safety, education, Youth & Development , Community Volunteer programme, etc.	> 10 years of experience = 10 > 5 - 10 = 7 < 5 = 5	10
2	The Agency must have established office in Bhubaneswar city. The Agency should have experience of working in urban slums of Bhubaneswar	> 5 assignments = 10 > 3 - 5 = 7 < 3 = 5	10
3	The experience, skills and the quality of the		30

	Project Team proposed		
4	Project Proposal, approach and work plan including (a) listing of information needed to address the issues outlined, (b) details of activities proposed specifically outlining specific information and proposed sequencing of those interventions (c) time lines for each activities proposed and (d) any other relevant details to develop greater understanding of Programme.	Criteria, adequacy and appropriateness of the project proposal and work plan w.r.t scope of work	50

11. Final decision making authority

BSCL reserves the right to accept or reject any application and to annul the process and reject all applications at any time without assigning any reason thereof and without thereby incurring any liability to the affected applicant or without informing the applicants of the grounds for such action by BSCL.

12. Submission Requirement

The applicants shall provide evidence satisfactorily to BSCL of their eligibility and their capability and adequacy of resources to carry out the services. The applications shall include the following information while submitting their applications:

- a. Covering Letter
- b. Technical Proposal**
- c. Information of Applicants - **Schedule 'A'**
- d. Turnover - **Schedule 'B'**
- e. Applicant's Experience of Relevant Projects - **Schedule 'C'**
- f. Project Team with qualification, experience details – Schedule 'D'
- g. Approach to the Project work including work plan and methodology- Schedule E

13. Submission of EOI- Packing, Sealing and Marking

The EOI must be inserted in sealed envelopes, along with applicant's name and address in the left hand corner of the envelope and super scribed in,

**“EXPRESSION OF INTEREST FROM NGOs FOR CONDUCTING COMMUNITY BASED
ACTIVITIES IN SLUMS UNDER SMART CITY INTERVENTIONS”**

The EOI shall be addressed to BSCL, Bhubaneswar at the following address:

**Chief Executive Officer (CEO)
Bhubaneswar Smart City Limited (BSCL)
Block -1, 2nd Floor, BMC- Bhawani Mall
Sahidnagar, Bhubaneswar – 751 007**

For any further details please contact bbsr.bscl@gmail.com

Hand delivery of the EOI proposals shall not be accepted. If the envelope is not sealed and marked as mentioned above, BSCL will not be responsible for any misplacement or premature opening (Telex, cable or facsimile EOI will be rejected).

14. Number of EOIs

An applicant is eligible to submit only one application.

15. EOI Submission Date

EOI must reach BSCL at the specified address, before 4 PM on 6th December 2016 through Speed / Regd. Post or Courier.

16. Late Submission:

EOI received after the deadline for submission prescribed by BSCL will be rejected.

17. Modifications and Withdrawal of EOI

No modifications to the EOI shall be allowed once it is received by BSCL, Bhubaneswar

18. Jurisdiction

All disputes arising shall be subject to the jurisdiction of the appropriate court at Bhubaneswar, India and will be governed by the laws of India.

Covering Letter

(On the Letterhead of the applicant)

To,

Date:_____

Chief Executive Officer (CEO)
Bhubaneswar Smart City Limited (BSCL)
Block -1, 2nd Floor, BMC- Bhawani Mall
Sahidnagar
Bhubaneswar – 751 007

Dear Sir,

Sub: SUBMISSION OF EOI FOR “IMPLEMENTING COMMUNITY BASED ACTIVITIES IN BTCD AREA WITH SPECIAL FOCUS ON SLUMS UNDER SMART CITY INTERVENTIONS”

Having examined the advertisement and application form including guidelines for submission, scope of work etc., we hereby submit all the necessary information and relevant documents for our selection for **“IMPLEMENTING COMMUNITY BASED ACTIVITIES IN SLUMS UNDER SMART CITY INTERVENTIONS”**.

We understand that BSCL reserves the right to reject any application without assigning any reason thereof.

(Signature of Authorized Person)

Date:

Information of Applicants

Name of the NGO (In full):

Address:.....

Telephone no :.....

E-mail address:.....

Year of establishment:.....

(Certificate of Registration/Incorporation under relevant Acts)

Place of business:.....

Number of Years of experience:

No of assignments (Experience of working in urban slums of Bhubaneswar) :

(Signature of Authorized Person)

Date:

TURN OVER OF THE APPLICANT OVER LAST TWO YEARS

1. 2015-16 (Y1) Rs

2. 2014-15 (Y2) Rs.....

(Signature of Authorized Person)

Date:

Schedule 'C'

Applicant's Experience of Relevant Projects

1.	Project Name	
2.	Location	
3.	Start Date	
4.	End Date	
5.	Present Status of the Project	

N.B: Work order and approval copy shall be attached along with the EOI document

(Signature of Authorized Person)

Date:

Project Team

1. Project Manager:

- a. Name
- b. Date of Birth
- c. Qualifications
- d. Experience

2. Field Coordinators: (Two)

- a. Name
- b. Date of Birth
- c. Educational Qualifications
- d. Experience.

(Signature of Authorized Person)

Date:

Approach to the Project Work including work plan and methodology

Detailed Plan to be enclosed.

(Signature of Authorized Person)

Date: