



Office of the Development Commissioner (Handicrafts)

Government of India, Ministry of Textiles,
West Block 7, R.K.Puram,
New Delhi - 110066

Notice: Inviting Bids for undertaking Third Party Evaluation study in respect of Handicraft NERTPS (North Eastern Regional Textile Promotion Scheme) projects under CS/CSS schemes of Govt. of India, Ministry of Textiles.

The office of the Development Commissioner (handicrafts), Ministry of Textiles invites Request for proposal (RFP) (Consultancy Services) online from the eligible organizations **for undertaking evaluation study of ongoing Handicraft projects being implemented by government organizations in North East States (Nagaland & Manipur) of India under NERTPS scheme.**

The details of scheme, eligibility criteria and terms & conditions (Bid documents/ToR) for the bids can be obtained from the website <http://www.handicrafts.nic.in> and CPPP site <http://eprocure.gov.in/eprocuer/app> . This can also be collected from Assistant Director (H), Mega cluster section, at the above address at New Delhi (Phone No.26177790) from 11.00 AM to 5.00 PM on working days starting from date of publishing of the notice.

The eligible organizations may submit their bid online or in sealed envelopes on or before the due date, the details of which are given in the tender document uploaded on the website of this office.

Critical dates for bidding process are as under:

Publishing date	:27.08.2019
RFP document download start date & time	:27.08.2019 (06:00 PM)
Pre Bid meeting date & time	:30.08.2019 (03:00 PM)
Proposal submission start date & time	:30.08.2019 (06:00 PM)
Proposal submission (online/offline) end date	:16.09.2019 (06:00 PM)
The technical bid/EOI shall be opened on	:18.09.2019 (03:00 PM)
Financial bid/EOI shall be opened on	:20.09.2019 (11:00 AM)

Development Commissioner (Handicrafts)
Telephone No. 26177790

Terms of bidding process

1.

a) Reporting Schedule (Time Frame)

Following time schedule and action plan is proposed: Time frame for completion of Evaluation Study is 3 months from the date of issue of sanction order:

- Short-listing of agencies:
- Selection of agency to award the study and completion of formalities related to Agreement with the Agency :
- Draft report: Within 90 days from the date of release of 1st instalment.
- Final report: Within 15 days from the date of acceptance of the draft report by O/O DC (Handicrafts).
- The assignment should be completed within the time stipulated in the agreement. Delay in submission of the report beyond the stipulated time will attract penalty as provided for in the agreement. For factors beyond the control of the agency given the assignment, suitable extension in time may, however, be granted at the request of the agency.
- The O/O.DC-HANDICRAFTS shall not pay any extra amount for any escalation in the cost of the assignment beyond the time period stipulated in the agreement.
- The agencies are also expected to clearly comment on the objectives, scope and reporting schedule, in case they suggest for alteration.
- 10 hard copies of the final report, 15 hard copies of the executive summary and 10 CDs containing the final report shall be submitted before submitting the final bill for payment.
- The draft/final report and the contents thereof would be the intellectual property of the O/O.DC-HANDICRAFTS and would not be published by the institution concerned without prior approval of the O/O.DC-HANDICRAFTS.
- The raw data / processed data/findings should not be disclosed by the agency to any third party without prior approval of the O/O.DC-HANDICRAFTS.
- During the period of the assignment, O/O.DC-HANDICRAFTS may modify the ToR and other terms and conditions of the assignment if necessary, more than once during the period of study, in order to strengthen/deepen its scope/coverage.

b) Eligibility Norms

Bids are invited for appointment of an agency for carrying out third party Evaluation Study of projects of Nagaland and Manipur sanctioned under NERTPS. The Agency:

- Should have minimum five years of proven and demonstrable experience, expertise and resources in carrying out evaluation of the Large Scale Handicraft Cluster Development Projects,
- Should have experience in evaluation of the Cluster Development Programmes, preferably in the decentralised Sector,
- Should have professionals with expertise in Handicrafts, project management, evaluation of projects etc.;

- Should have experience of Programme evaluation in the state of NER.
- Should have experience of evaluation of Govt. Projects/Programmes
- Should have either pan-India presence or strong presence at the National level.

c) Selection Process

The Agency shall be selected through a competitive bidding process. The bidding process shall be carried out in two stages i.e. Technical Bid & Financial Bid. The Technical Bids shall be evaluated and thereafter, financial bids of only those agencies meeting the technical criteria shall be opened. 70% weightage is for technical bid and remaining 30% is for financial bid.

d) Documents required with RFP

Eligible agency willing to render service may submit RFP along with following documents:

- 1) Copy of Registration. Year of establishment of Organisation/agency.
- 2) Number of professionals with the qualification and experience of each.
- 3) Title of the similar projects undertaken, with special reference to the Handicraft Cluster Development and Handicraft sector.
- 4) Sales turnover of organisation for consultancy for the last 3 years.
- 5) Net profit of the agency for last 3 years.
- 6) Success story, if any highlighting the contribution of the organisation therein.
- 7) Location of office/s. [Preferably presence in J&K]
- 8) An affidavit for non-involvement in corrupt practices and not black listed by any organization.

In addition to the above mentioned documents, the agency is required to furnish following information in a separate sheet:-

- 1) Past experience in carrying out similar studies or some other studies in Handicraft Sector during last 5 years.
- 2) Turnover for last three years and net profit.

Year	Turnover (Rs. In Crore)	Net Profit (Rs. In Crore)
2018-19		
2017-18		
2016-17		

- 3) Number of core professionals to be engaged for this assignment. [Submit their CVs and details with name, educational qualification, areas of expertise, experience and their roles in this assignment.

e) General terms and conditions of the work

1. Award of the Assignment:

- i. The selected agency will have to furnish an 'Unconditional Acceptance' of the assignment, within fifteen days from the date of the award of the study.
- ii. The selected Agency will sign an Agreement with the Office of Development

Commissioner (Handicrafts), Ministry of Textiles, Government of India, New Delhi for rendering services. Office of the Development Commissioner (Handicrafts) reserves the right to reject any EOI without assigning any reason.

- iii. The selected agency will have to furnish the required Bank Guarantee for an amount equivalent to the amount of 1st instalment (i.e. 30 per cent of the cost of the study for Private Firms /40 per cent of the cost of the study for State or Central Govt. agency or a Public Sector Undertaking) within a specified period of 15 days from the date of award of the study. The tenure of the Bank Guarantee will be up to the period of submission of the draft report and it is acceptable to the Committee. If any renewal of the Bank Guarantee is required, that will be the sole responsibility of the agency.
- iv. If the selected agency does not furnish the required Bank Guarantee or does not accept the assignment within the stipulated target date, such non-compliance will constitute sufficient ground for forfeiture of its EMD and processing the case for further action against the agency.

2. EMD

- i. Technical bid shall be accompanied with an Earnest Money Deposit of **Rs.50, 000/- (Rupees Fifty thousand only)** in the form of Demand Draft in favour of Accounts Officer (Hqrs.), O/O DC(Handicrafts), New Delhi. The EMD deposited by the unsuccessful bidder shall be refunded after the finalization of the assignment.
- ii. Within 15 days of receipt of letter of award of assignment, the agency shall enter into an agreement with O/O DC(Handicrafts)for undertaking the work of evaluation study. Failure on the part of the successful Bidder to comply with the requirements of this clause will constitute sufficient grounds for the annulment of the award and forfeiture of the EMD.
- iii. O/O DC(Handicrafts)shall be the competent authority to interpret any provisions or clauses of the bid documents. The O/O DC(Handicrafts)for reasons to be recorded in writing may prescribe additional conditions or procedures to be followed by the bidders, till the award of the assignment. The decision of the O/O DC(Handicrafts)in this regard shall be final and binding on the bidders.
- iv. O/O DC(Handicrafts) reserve the right to accept or reject any/all bids, without assigning any reason.

3. Performance Security

- Performance Security should be submitted by the successful bidder /agency. The selected agency will have to furnish the required Performance Security, which should be 5% of the cost of the evaluation study within a period of 15 days from the date of award of the study.
- The same should be furnished in the form of an Account Payee Demand Draft or Fixed Deposit Receipt from a Commercial Bank or Bank Guarantee from a Commercial Bank in an acceptable form. The Performance Security should remain valid for a period of sixty days beyond the date of the completion of all contractual obligations of the agency. Bid security (i.e. EMD) will be refunded to the successful bidder on receipt of performance security.

4. PENALTY CLAUSE:

Any delay in submission of draft and final reports beyond the stipulated time, without the prior written consent of the DC-Handicrafts will attract a penalty of 0.5 per cent of the total cost of the study, per week. However, if the delay is more than six weeks in submission of the report, the penalty will be imposed @ 5 per cent of the total cost of the study. Under such eventuality, the penalty will be deducted out of the balance amount to be released to the agency.

5. TERMS OF PAYMENT:

The sanction amount will be released in two instalments which are as follows:

- i. First installment: Being 50 percent of total sanction amount of work will be released on submission of pre-receipted bill and acceptance of Terms and Conditions and after signing of the agreement. Successful Agency shall give a presentation on the draft report being made before the Committee and the draft report being found to be acceptable to the Committee.
- ii. Second and final installment: In the shape of reimbursement after completion of the Project and submission within stipulated time of sanctioning of the Project and thereafter submission of final report indicating performance and follow-up action to be taken duly agreed to, by the Competent Authority (6 hard copies and 2 soft copies in CD ROM) and Audited Statement of Accounts, Utilization Certificate in GFR-12-A Form in respect of 1st installment of grant released on the letter head of Chartered Accountant duly verified and countersigned by the authorized signatory of the organization.
- iii. The total fee for the study as agreed with the agency will include service tax. Any other liability of payment of tax will be of the agency conducting the study. However O/O.DC-HANDICRAFTS will deduct the TDS from each installment while releasing the installment.

6. Submission of Proposal

- i) Agency may submit the proposal, specifying the Terms & conditions. Fee (in Rs.) to be charged may be given in lump-sum, including the taxes, travel etc.

The technical proposal should be submitted along with the documents mentioned in 1 (d).

The Financial Proposal should be submitted in the .xls format as prescribed in the format attached as Annexure 2.

- ii) Office of Development Commissioner (Handicrafts) reserves the right to accept/reject the proposals received without assigning any reasons whatsoever, or may call for any additional information/ clarification, if so required.

iii) In case any further clarification or information is required following may be contacted:

Sh.S.K.Singh,

Assistant Director (H),

Office of TheDevelopment Commissioner (Handicrafts),

West Block-7, R.K.Puram, New Delhi-66, Ph. 011-26177790.

ToR for Evaluation of North East Textiles Promotion Scheme

Office of the DC (Handicrafts), Ministry of Textiles.

1. EXECUTIVE SUMMARY

GoI introduced NERTPS, an umbrella scheme to increase and modernize the textile production to develop the garment sector as it directly contributes to India's economic and employment sector. The scheme provides financial, infrastructure and technical support to support all types of materials for production such as jute, silk, cotton, wool and technical textiles to increase the value of the production. The scheme also helps the textile industry to address production and infrastructure constraints to propel to compete against global standards.

NERTPS are implemented in Assam, Manipur, Tripura, Sikkim, Nagaland, Meghalaya, Mizoram and Arunachal Pradesh through different division/sector of MoT with a total allotment of Rs.3094 crore. In addition to the allotted investment by the GoI, the Ministry of Finance (MoF) has proposed that the expenditure of this scheme will be met from 10% budget of North Eastern states.

2. OVERVIEW OF THE SCHEME

2.1 Background of the Scheme

a). Brief write up on the scheme including Objective, Implementation Mechanism, Scheme architecture/ design:

Objective:

The North East Region Textile Promotion Scheme (NERTPS) is an umbrella scheme implemented in project mode to promote textiles industry in the NER by providing infrastructure, capacity building and marketing support to the industry.

- To increase and modernize the textile sector to meet the requirements of the government.
- To provide support to procure raw material, seed banks, machinery and technical assistance.
- To provide support for skill development, infrastructure and technology Upgradation.
- To provide support to increase design capability, diversification of product lines and value addition.
- To provide support for better access to domestic and global markets.
- To provide support for design and marketing support.
- To provide support for clusters, improved labour productivity and to create common facility centres.
- To increase employment opportunities.

Scope:

The Scheme will cover the entire value chain in textiles, Handlooms, Handicrafts, sericulture, Jute etc. Organizations/ Divisions handling the sectors will be responsible for evaluation, implementation and supportive monitoring of the projects relating to their respective sector as given below:

- DC (HL) - Handloom Sector
- DC (HC) - Handicrafts Sector
- JS (Silk) -Silk sector
- JS (Infrastructure)- Powerloom
- JS (Fibre) - Cotton, Jute etc.

Infrastructure such as roads, power, water supply, construction of office buildings etc. is not funded under the scheme/projects. Support to such components is explored through convergence/dovetailing with other schemes/ programmes of the State Governments / North Eastern Council (NEC) / Central Government. However, infrastructure elements which form an integral part of the project or are critical/ crucial to the successful implementation of the project is permitted with the specific approval of the Project Approval & Monitoring Committee (PAMC).

Duration of the Projects:

The duration of the projects is three years and any extension will require approval of the PAMC.

Implementation Mechanism:

Implementing Agency: Agencies of the State Government / Agencies of Central Government /SPVs registered under Companies Act 2013/ Cooperative societies/ Self Help Group (SHG) federation etc. will be the implementing agencies for the project.

Project Approval and Monitoring Committee (PAMC)

An Inter-Ministerial Committee namely, Project Approval and Monitoring Committee (PAMC) oversees the implementation of the scheme. It consists of the following:

- Secretary (Textiles) – Chairperson
- Special /Additional Secretary (Textiles)- Member
- Financial Advisor (Textiles)- Member
- Textiles Commissioner – Member
- Concerned Joint Secretary/ DC(HL)/ DC(HC)/ MS(CSB)- Member
- Representative of the NITI Aayog -Member
- Representative of the Ministry of DONER – Member
- Representative of the North Eastern Council (NEC) – Member
- Representative of the Department of Expenditure - Member
- Representative of the Ministry of MSME - Member
- Representative of the Ministry of DIPP – Member

- Representative of the Ministry of Tribal Affairs-Members
- Representatives of the relevant State Government(s) - Member(s)
- Joint Secretary (NERTPS) - Member Secretary

Functions of Project Approval and Monitoring Committee (PAMC)

- To consider and sanction eligible projects.
- Review progress of the projects
- Amendment in the guidelines.

Project Management and Technical Consultants:

A professional Agency to manage the MIS on NERTPS and provide analytics/ reports and other support services to the Programme Division is engaged through a transparent procurement process as per the GFR.

Project submission

Implementing Agencies submit project proposals to the NERTPS Division. The unit costs and ceilings for every project follow the guidelines of the respective schemes of the divisions in the Ministry with appropriate justification for customization to meet the needs of the particular NER State.

- The NERTPS Division forwards the same to the respective sectoral heads to examine the proposal within the SFC/EFC limits.
- Sectoral Heads examine the proposal in consultation with IFW and if the proposal is found suitable, recommend the same to the NERTPS Division to place before the PAMC.
- Sectoral Division makes a detailed presentation on the project before PAMC.

b). Name of Sub-schemes/ components: All soft and hard interventions as per the NHDP Guidelines applicable as per the revised guidelines of NERTPS effective w.e.f. May, 2018.

(available at : www.handicrafts.nic.in)

c).Year of commencement of scheme: 2015-16

d).Present status with coverage of scheme (operational / non-operational): Scheme is operational in NER states of NAGALAND and MANIPUR.

e).Sustainable Development Plans (SDG) Served: Increase in Economic growth and (working hours/day, production, sale and income of artisans) sustainable development of Infrastructure/innovation in handicraft industry.

f).National Development Plans (NDP) Served: Through the projects sanctioned under the scheme objectives to determine Infrastructural development, market development and technological development.

2.2 Budgetary allocation and expenditure pattern of the scheme:

As per the approved DPR of the project. Funding pattern is being adopted as per NERTPS guidelines.

2.3 Summary of the past evaluation since inception of scheme

Year of evaluation	Agency hired for evaluation	Recommendation made accepted	Recommendation made but not accepted
NIL	--	--	--

3. Methodology

3.1 Approach (Methodology adopted), Division of country into 6 Geographical Region / Zones (North, South, East, West and Central) as classified by NSSO:

- 1) **For Integrated Development of Handcrafted Bamboo, Natural Fibre and textile based Clusters for Nagaland – Govt. of Nagaland (Directorate of Industries):**
Following activities has been sanctioned-:

Sl. no.	Components/description	Approved project cost (100% GOI share) in lakhs
1	Skill mapping and baseline study	6.00
2	Skill training of the artisans	165.00
3	Promoting social enterprise	12.00
4	Common Facility Centers at cluster level	360.00
5	Market Promotion activities	18.00
6	Sub-total	561.00
7.	Project Management and implementation @12%	67.32
	Total	628.320
	5% IEC	31.416
	Grant Total	659.736 (Round off to 659.00 lakh)
	After deducting 5% IEC from grand total	626.05

- 2) **For Comprehensive Development of Terracotta Crafts at Manipur – Govt. of Manipur (MHHDC Ltd.): Setting up of Terracotta unit in Manipur.**

Sl. no.	Particulars	Approved project cost in lakhs	GOI Share sanctioned (90% of project cost) in lakhs
1	Site development (land will be provided I.A.)	1.00	0.90
2	Building	48.76	43.884
3	Plant & Machinery	111.69	100.521
4	Misc. Fixed assets	8.07	7.263

5	Contingencies	8.07	7.263
6	Working capital	27.01	24.309
7.	Preliminary expenses	0.40	0.36
	TOTAL	205.00	184.50
	5% IEC		9.225
	After deducting 5% IEC		175.275 Round off to 175.00

- To assess the impact of components (soft and hard interventions as indicated above in the table) sanctioned under NERTPS in qualitative and quantitative terms.
- To assess the adequacy of existing components, funding pattern and delivery system.
- Impediments/bottlenecks in the implementation of scheme and suggestions thereof.
- To assess the performance and extent to which the scheme has fulfilled its objectives.
- To assess the social-economic condition of beneficiary artisans.
- To assess the implementation of DBT through PFMS in transfer of financial benefits to all concerned stakeholders.
- To assess the effectiveness in implementation of scheme along with root cause analysis and corrective measures.
- To assess the current system of implementation of scheme and suggest suitable modification in scheme/guidelines/terms & conditions, if any, to make it more relevant and result oriented.

3.2 Sample size and sample selection process, tools used field study/ Questionnaire, primary and secondary data:

The sample size will be 20% of artisans benefited and the project unit in the project area at **Pftsero (Phek), Lungwa (Mon), Ghastashi (Zunheboto), Longleng, Jalukie (Peren) & Tuli (Mokokchung) in Nagaland and at Thongjao village, Kakching District in Manipur.** The evaluation study can be made by data obtained, questionnaire and field visit.

4. OBJECTIVE OF THE STUDY

4.1 Performance of the scheme based on the Output/ Outcome Indicators:

To assess the performance of the projects, following indicators of outcome may be taken reference to:

In terms of production:

- % increase in production from baseline
- % increase in domestic share
- % increase in export share

In terms of employment:

- Increase in number of working days

- Direct employment
- Indirect employment

In terms of income:

- % increase in wage (in case of capacity up-gradation)

In terms of market penetration:

- Participation in number of fairs (domestic/international)
- Value of the orders received
- Value of Business enquiry generated
- Value of Sales through e-commerce.

4.2 Additional Parameter

a). Coverage of beneficiaries

Project area											
Urban						Rural					
Male			Female			Male			Female		
GN	SC	ST	GN	SC	ST	GN	SC	ST	GN	SC	ST

b). Implementation mechanism:

To assess whether the project has been implemented as per the NERTPS guidelines (as annexed).

c). Training / Capacity building of administrators/ facilitators: Creation of data in respect of artisans benefited /Transfer of stipend by EAT module, increase in skill level etc.

d). IEC activities: Details of artisans benefited through social enterprises development (awareness camp & formation of SHGs) and market promotion activities.

e). Asset / Service creation & its maintenance plan: Setting up of Common facility centres with modern machines and future operational method.

f). Benefits (Individuals, community): To assess the overall development of society.

g). Convergence with scheme of own Ministry/ Department or of other Ministry/ Department:

Not applicable.

4.3 Gaps in achievement of outcomes:

To assess the parts/components/interventions that were left incomplete while implementing the projects and the reasons thereof.

4.4 Key Bottlenecks & Challenges :

To assess the problems/shortfalls/discrepancies faced during the implementation of the project.

4.5 Input Use Efficiency: To assess the progress of implementation of project in line of release of fund.

5. OBSERVATION AND RECOMMENDATIONS

5.1 Thematic Assessment: To provide inputs about sustainable development in respect of interventions conducted for integrated and sustainable development of handicrafts in the proposed areas.

5.2 Externalities: Indirect benefits to the society.

6. CONCLUSION

6.1 Issues & Challenges: Before and after implementation of the project.

6.2 Vision for the future: As above.

6.3 Recommendation for scheme with Reasons: Finding of the evaluation with proposed action plan.

7. REFERENCES- DPR of the project.

8. APPENDICES-

9. ANNEXURES :

- 1. Guidelines of NERTPS**
- 2. Format for Financial Bid**

Guidelines for the NER Textile Promotion Scheme (April 2017- March 2020)

1. Objectives

The North East Region Textile Promotion Scheme (NERTPS) is an umbrella scheme implemented in project mode to promote textiles industry in the NER by providing infrastructure, capacity building and marketing support to the industry. The scheme covers all sectors and sub-sectors of the value chain of textiles, handloom, handicrafts, sericulture, jute etc.

2. Implementation Strategy

The Scheme will be implemented in a project mode with region-specific flexibility in project design and implementation. Existing schemes can be customized according to the specific requirements of the North Eastern States.

3. Scope

The Scheme will cover the entire value chain in textiles, Handlooms, Handicrafts, sericulture, Jute etc. Organizations/ Divisions handling the sectors will be responsible for evaluation, implementation and supportive monitoring of the projects relating to their respective sector as given below:

- DC (HL) - Handloom Sector
- DC (HC) - Handicrafts Sector
- JS (Silk) -Silk sector
- JS (Infrastructure)- Powerloom
- JS (Fibre) - Cotton, Jute etc.

Infrastructure such as roads, power, water supply, construction of office buildings etc. will not be funded under the scheme/projects. Support to such components should be explored through convergence/dovetailing with other schemes/ programmes of the State Governments / North Eastern Council (NEC) / Central Government. However, infrastructure elements which form an integral part of the project or are critical/ crucial to the successful implementation of the project may be permitted with the specific approval of the Project Approval & Monitoring Committee (PAMC) referred to in para 5.2 below.

4. Duration of the Projects

The duration of the projects will be three years and any extension will require approval of the PAMC.

5. Implementation Mechanism

5.1 Implementing Agency: Agencies of the State Government / Agencies of Central Government /SPVs registered under Companies Act 2013/ Cooperative societies/ Self Help Group (SHG) federation etc. will be the implementing agencies for the project.

5.2 Project Approval and Monitoring Committee (PAMC)

An Inter-Ministerial Committee namely, Project Approval and Monitoring Committee (PAMC) will oversee the implementation of the scheme. It will consist of the following:

- i) Secretary (Textiles) – Chairperson
- ii) Special /Additional Secretary (Textiles)- Member
- iii) Financial Advisor (Textiles)- Member
- iv) Textiles Commissioner – Member
- v) Concerned Joint Secretary/ DC(HL)/ DC(HC)/ MS(CSB)- Member
- vi) Representative of the NITI Aayog -Member
- vii) Representative of the Ministry of DONER – Member
- viii) Representative of the North Eastern Council (NEC) – Member
- ix) Representative of the Department of Expenditure - Member
- x) Representative of the Ministry of MSME - Member
- xi) Representative of the Ministry of DIPP – Member
- xii) Representative of the Ministry of Tribal Affairs-Members
- xiii) Representatives of the relevant State Government(s) - Member(s)
- xiv) Joint Secretary (NERTPS) - Member Secretary

5.3 Functions of Project Approval and Monitoring Committee (PAMC)

- i) To consider and sanction eligible projects.
- ii) Review progress of the projects
- iii) Amendment in the guidelines.

5.4 Project Management and Technical Consultants: A professional Agency to manage the MIS on NERTPS and provide analytics/ reports and other support services to the Programme Division will be engaged through a transparent procurement process as per the GFR.

5.5 Project submission

Implementing Agencies would submit project proposals to the NERTPS Division. The unit costs and ceilings for every project will follow the guidelines of the respective schemes of the

divisions in the Ministry with appropriate justification for customization to meet the needs of the particular NER State.

- a) The NERTPS Division will forward the same to the respective sectoral heads to examine the proposal within the SFC/EFC limits
- b) Sectoral Heads will examine the proposal in consultation with IFW and if the proposal is found suitable, recommend the same to the NERTPS Division to place before the PAMC.
- c) Sectoral Division will make a detailed presentation on the project before PAMC.

6. Monitoring mechanism:

- a) Sectoral Divisions will be responsible for providing supportive monitoring to the projects through field visits.
- b) Sectoral Divisions will submit quarterly progress report on projects through web based MIS.
- c) NERTPS Division will put in place and manage the web- based MIS.
- d) NERTPS Division will ensure Third Party evaluation of the projects.

7. Role of the State Governments:

- (i) Representatives of the State Government will be members of the PAMC and participate in its meetings.
- (ii) State Government will:
 - a) Provide all requisite clearances to the project.
 - b) Provide land and other infrastructure wherever required.
 - c) Help the implementing agency to identify beneficiaries in a fair and transparent manner.
 - d) Facilitate Aadhaar based direct transfer of grant in cash or in kind to the beneficiary wherever applicable
 - e) Provide supportive monitoring of projects

8. Funding Pattern

Funding pattern and installments will be dependent upon the milestones defined in each of the projects. However, Funds to the IA will be released only through the PFMS. Subsequent payments by the IAs to next level agencies shall also be through the PFMS. UC will be automatically captured from the PFMS. To enable release of next installment, UC of 70% of the last installment and 100% of all preceding installments will be necessary.

NERTPS is a DBT Scheme, therefore, any direct benefit to the beneficiary in cash or in kind shall be made through Aadhar enabled mechanism.

9. Sharing Pattern of Expenditure

The expenditure will ordinarily be shared between the Ministry of Textiles and the implementing agency in the ratio 90:10. Sharing pattern of expenditure may be modified to 100% expenditure depending upon the nature of project. However, the PAMC will be the final authority

to decide fund sharing depending upon the nature and requirements of the project and availability of budget in the scheme.

10. Ownership of Assets Created

The Government of India shall have the exclusive ownership rights over the assets created under the projects in accordance with the GFR.

**PROFORMA FOR SUBMISSION OF PROJECT PROPOSALS UNDER THE NER
TEXTILE PROMOTION SCHEME OF THE MINISTRY OF TEXTILES,
GOVERNMENT OF INDIA**

1. Title of the project
2. Details of the Implementing Agency
3. Executive summary of the project
4. Intended outcome of the project (Measurable in terms of production/employment/income enhancement/market penetration. (List of indicators is given in Annexure II)
5. Baseline data
6. Source of baseline data
7. Output of the project-Physical deliverables
8. Proposed input in the projects
9. Component wise cost of input
10. Implementation strategy
11. Aadhar number in case of beneficiary/geo tagging in case of infrastructure
12. Convergence framework (convergence with other scheme/ programmes of State/ Union Government)
13. Whether all necessary statutory /administrative clearances are available
14. Whether land and other infrastructure facilities required for the project are available?
If not, whether these facilities will be made available:
15. Whether it is proposed to follow the Central Sector pattern of implementation? If not, whether the State Govt. is willing to bear 10% cost of the project.

Signature _____
(Name & Designation of the Officer)

With Office Seal

Place:

Date:

Suggested Indicators of Outcome

Production	% increase in production from baseline
	% increase in domestic share
	% increase in export share
Employment in terms of man days	Number of man days
	Direct employment
	Indirect employment
Income enhancement	% increase in wage (in case of capacity upgradation)
Market penetration	Participation in number of fairs (domestic/international)
	Value of the orders received
	Value of Business enquiry generated
	Value of Sales through e-commerce.

Form F1 : Financial Proposal Submission Form

(On the letter head of the Bidder)

[Location, Date]

Office of Development Commissioner (Handicrafts),

Ministry of Textiles, West Block 7,

R K Puram, Sector 1, New Delhi – 110066

Sub: Providing services for conducting evaluation study for Handicrafts NERTPS projects of Nagaland and Manipur

Dear Sir,

We, the undersigned, are pleased to provide our offer for **conducting evaluation study for Handicrafts NERTPS projects of Nagaland and Manipur**, in accordance with your Request for Proposal dated _____ and our Technical Proposal.

Our Financial Proposal is Rs. _____ (In words _____) for conducting the study and is inclusive of taxes (indicated separately) as payable under the law.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from negotiations, up to expiration of the validity period of the proposal, i.e. 90 days from the date of submission of the proposal.

We understand that you are not bound to accept any proposal you receive.

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Authorized representative:

Name of Firm:

Address: