

Request for Proposal (RFP)

1. Introduction

The Ashoka Centre for a People-centric Energy Transition (ACPET) is a transdisciplinary centre under the International Foundation for Research & Education (IFRE). ACPET's vision is to guide the global south, particularly India, towards a sustainable, secure, and equitable energy transition that enhances the well-being of all on time. ACPET is seeking proposals for an assignment titled '*Setting up a sustainable livelihoods model based on agriculture as the primary occupation and institutionalizing the intervention for long-term impact through "Farmer Producer Organizations (FPOs)"*.' This project will be implemented around Rajahara mines area, in the Nawabazar block of Palamu District, Jharkhand, India.

With this project, ACPET attempts to pioneer a unique model for sustainable development that addresses both environmental concerns and the economic needs of communities impacted by coal mine closure.

2. Project Objective

The project aims to revitalize the communities around Rajahara Coalfield area by transforming abandoned mining lands into thriving agricultural zones. The idea is to create new livelihood opportunities for local communities affected by mine closure, boost farmers' incomes, and restore the region's ecosystem by fostering sustainable farming practices. This holistic approach addresses economic and environmental challenges, paving the way for a sustainable future in the post-coal landscape.

The selected vendor/partner would facilitate the creation and successful deployment of an FPO, with an objective to increase farmers' income while ensuring gender equity, capacity building and knowledge sharing.

3. Scope of Work

The scope of work includes, but is not limited to, the following:

- a) Resource and social mapping of the project area in the Rajahara coalfield.
- b) Formation of a Farmer Producer Organization (FPO) including its registration. Ensuring gender equity in the FPO Board and executive team (including at least 40 % women, preferably from existing Self-Help Groups (SHGs)). The work includes -
 - a. Training and capacity building of the board of directors and executive team of the FPO
 - b. Co-create impactful governance structure of FPO
 - c. Digitizing verifiable data of onboarded farmers/producers.
- c) Securing infrastructure requirements for running the FPO by collaborating with discontinued mine owners, local administration, CSO's, etc
- d) Create financial and market linkages, develop business plans/ and ensure its execution.

4. Deliverables:

- a) Inception report within 15 days of project allocation. Including – an activity-based time schedule and a short-term delivery plan
- b) Monthly programmatic reporting along with updated project documentation.
- c) End-of-year comprehensive report

5. Proposal Requirements

Interested vendors/partners are requested to submit a detailed proposal that includes the following:

- Company Profile: Background information, experience in similar projects, and references.

- **Technical Proposal:** Detailed specifications of the proposed intervention/s, including activity details, operations methodology, and timeline.
- **Financial Proposal:** A cost breakdown, including all costs involved in the project for one year.
- **Terms of Service and Support:** Information on terms and post-implementation support services.
- **Project Management and Implementation Plan:** Outline your approach to project management and operationalizing the FPO, along with the roles and responsibilities of the team and FPO Board.

6. Submission Guidelines

- Proposals must be submitted by **25th Sept'2024**.
- All proposals should be sent electronically to **acpet@acpet.ashoka.edu.in**.
- For any inquiries regarding this RFP, please contact **Mr. C Surendran at +91 9911195954**.
- Bid opening date: **26th Sept'2024**

7. Evaluation Criteria

- Compliance with project specifications and overall project plan (30%)
- Cost-effectiveness and transparency in pricing (20%)
- Vendor/Partner experience and past performance on similar projects (30%)
- Comprehensiveness of support services to the FPO (20%)

8. Payment schedule

- Signing of agreement: 10 %
- Submission of inception report with activity-wise timeline and work plan: 25 % (within 15 days from contract signing)
- Community mobilization, formation of the FPO, registration, and submission of activity plan: 25 % (within 60 days from contract signing)
- Operationalisation of FPO with clear Market and Financial linkages, Ensuring infrastructural requirements, etc: 25 % (within 90 days from contract signing)
- End-of-year showcase event, knowledge exchange program: 15%

9. Terms and Conditions

- **Timely Completion:** The project timeline is one year from the agreement's signing date. The vendor/partner shall complete the agreed-upon work plan within the stipulated timeframe.
- **Institutional Support:** The vendor/partner must ensure the FPO has all necessary support.
- **Training:** The vendor/partner shall provide comprehensive training to the FPO board members, potential board members, and executives (including a few additional members). This training (including a refresher training after six months) will cover operations management, statutory compliances, management of the team and the board, and coordination with financial and other stakeholders.
- **All-Inclusive Pricing:** The budget must cover all costs, including fees, travel, lodging and boarding, taxes, and all statutory expenses. No additional charges are accepted post-contract.

Requirements from vendor/partner: The vendor/partner must be registered under the Indian Companies Act, 2013, or the Limited Liability Partnership (LLP) Act, 2008.

- a) Valid PAN card and GST registration are mandatory
- b) Minimum three years of experience in executing similar projects in Jharkhand or neighbouring states in India
- c) Successful completion of at least two projects of similar nature and complexity in the last five years.
- d) Average annual turnover of at least 30 lakhs in the last three financial years.
- e) Preference will be given to vendors/partners with established operations and presence in Jharkhand or neighbouring areas, preferably with similar work.
- f) Demonstrated technical capability to execute the specific work required in Rajhara, including relevant activity and skilled personnel anywhere in India, preferably in Jharkhand.
- g) Submission of all relevant certificates, project completion reports, and financial statements as proof of meeting the above criteria, if required.

**Please Note: The exact requirements may be adjusted based on the specific nature of the work and local regulations in Rajhara of Palamu District of Jharkhand.*

10. Conclusion

ACPET is committed to facilitating people-centric energy transition practices and improving the livelihood of the local communities. We look forward to receiving your proposals and collaborating with you to implement sustainable livelihood interventions in the project area. Thank you for your interest.

Note: To be considered for selection, please ensure that all proposals adhere to the guidelines outlined in this RFP. All rights are reserved with IFRE. In case of any dispute, issues will only be settled in New Delhi. (Notification issued date: 16th September '24)