

EVALUATION STUDY ON HEALTH INSURANCE SCHEME AND MAHATMA GANDHI BUNKAR BIMA YOJANA

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TERMS OF REFERENCE :

The Office of DC (Handlooms), Ministry of Textiles proposes to conduct an Evaluation Study on Health Insurance Scheme and Mahatma Gandhi Bunkar Bima Yojana under Handloom Weavers Comprehensive Weavers Welfare Scheme. Copy of guidelines of Health Insurance Scheme and MGBBY are available on the website www.handlooms.nic.in. This Evaluation Study will be conducted in eight States namely; Uttar Pradesh, Tamil Nadu, Andhra Pradesh, West Bengal, Assam, Orissa, Karnataka and Bihar. The Terms of Reference are as follows :

- (i) To evaluate the overall impact of the Schemes (HIS & MGBBY) for the Handloom weavers on quantitative and qualitative parameters as per the questionnaire approved by DC (Handlooms);
- (ii) To highlight the socio-economic impact of the Schemes on the health and life of the Handloom weavers;
- (iii) To suggest corrective measures and modifications to enable a smooth delivery of the Scheme, wherever required;
- (iv) The Sample study will be conducted in Eight States namely Uttar Pradesh, Tamilnadu, Andhra Pradesh, Karnataka, West Bengal, Orissa, Assam and Bihar;
- (v) The size of the **sample will be 5%** of the weavers enrolled under each of the schemes during the policy period (2009-10) as follows :

Name of Scheme	Total No. of Weavers covered in the Eight States during 2009-10	5% of Total coverage
Health Insurance Scheme	1385289	69264
Mahatma Gandhi Bunkar Bima Yojana	498172	24909
Grand Total	1883461	94173

- (vi) The State-wise break-up of enrolment of weavers under HIS & MGBBY is as follows :

HEALTH INSURANCE SCHEME YOJANA

Name of the State	Enrolment (2009-10)	Sample Size (5% of the weavers covered)
Uttar Pradesh	191714	9586
Tamil Nadu	319023	15951
Andhra Pradesh	120027	6001
West Bengal	285000	14250
Assam	352124	17606
Orissa	50677	2534
Karnataka	34776	1739
Bihar	31948	1597
Total	1385289	(A) 69264

MAHATMA GANDHI BUNKAR BIMA

Name of the State	Enrolment (2009-10)	Sample Size (5% of the weavers covered)
Uttar Pradesh	13269	663
Orissa	30690	1535
Karnataka	32613	1631
Bihar	463	23
West Bengal	30386	1519
Assam	55291	2765
Tamilnadu	245000	12250
Andhra Pradesh	90460	4523
Total	498172	(B) 24909

Grand Total (A) + (B) = 94173 number of Handloom weavers

- (vii) The Evaluation will be done for the policy period (2009-10) for both the Schemes (HIS & MGBBY).
- (viii) The progress of the Evaluation Study will be reviewed in the Office of DC (Handlooms) periodically with the Field Staff of the Agency conducting the Study.
- (ix) The expected duration of completion of the evaluation study and submission of a final report will be 90 days from the date of Agreement.

ELIGIBILITY CRITERIA

Expression of Interest (EOI) will be invited from the Agencies having the following qualifications -

- a) The Agency should have received work order for atleast one consultancy for the Central Government or its PSUs/Agencies in any one of the last two financial years i.e. (2009-10) and (2010-11), and the value of consultancy should not be less than Rs.10.00 lakh. A copy of such work order should be enclosed as proof.
- b) The Total Turnover of the agency from consultancy work (both Government and for Private Sector) in 2009-10 (Audited) should not be less than Rs.50.00 lakh. For this, a copy of Balance Sheet together with Chartered Accountants' Certificate for income from consultancy should be enclosed.
- c) The agency should have either pan-India presence or strong presence at the National level. The agency should have their own offices in atleast four(04) States (out of the above cited eight States);
- d) The agency should have proven and demonstrable experience, expertise and resources in carrying out evaluation of the schemes;
- e) The agency should have experience in evaluation of the schemes, preferably in the decentralised Sector;
- f) Preference will be given to those agencies which are registered with Planning Commission.

SELECTION PROCEDURE:

1. For selection of agency a three stage process i.e. Technical evaluation (Stage-I & II) and financial evaluation (Stage-III) will be followed.
2. The Technical evaluation will involve two stages i.e. Stage - I and Stage - II.
3. The Financial bids of only those agencies which qualify in the Stage-II Technical Evaluation (above cut off marks) shall be opened.
4. Stage-I Technical Evaluation, refers to short-listing of agencies on the basis of their past experience, details of key personnel, financial strength of the agency etc., assigning weightage to each factor.
5. EOI for the Stage-I Evaluation can be submitted by the Agencies latest by 22.06.11 (before 5.00 p.m).
6. Only those agencies which qualify Stage-I Technical Evaluation (i.e. those above cut off marks) shall be invited for Stage-II Evaluation i.e. to make a Power Point Presentation and to file their Financial Bid (Stage-III) in the Office of DC (Handlooms) on 24.06.2011.
7. Financial Bids (Stage-III) of only those Agencies which qualify the Stage-II Evaluation (above the minimum marks) shall be opened.
8. Financial Bids of selected Agencies which qualify the Stage-II Evaluation will be opened on 28.06.2011 (3.00 p.m.).
9. The Agency which will quote the lowest bid shall be awarded the Evaluation work.

I. TECHNICAL EVALUATION : STAGE-I

Evaluation Criteria for Technical Evaluation (**Stage-I**) will be as follows:

Sl. No.	Criteria	Maximum Marks	Total Marks
1 (a)	NUMBER OF YEARS OF EXPERIENCE OF THE FIRM IN CONSULTANCY WORK (with documentary proof)	20	50
	01 to 5 Years : 05 marks Between 5 to 10 years : 10 marks More than 10 years and above : 20 marks		
1 (b)	NUMBER OF STUDIES OF SIMILAR NATURE DONE I.E. EVALUATION OF GOVERNMENT/PSU SCHEMES IN HANDLOOMS, HANDICRAFTS, TEXTILES, KHADI, MEDIUM AND SMALL ENTERPRISES ETC. (with copy of Work Order)	30	
	More than 02=15 marks Between 02 to 05=20 marks More than 05=30 marks		
2 (a)	VALUE OF CONSULTANCY WORK DONE FOR THE CENTRAL GOVERNMENT/PSUs IN ANY ONE OF THE LAST TWO FINANCIAL YEARS i.e. (2009-10) AND (2010-11)	10	20
	More than 10 lakh but less than Rs.50 lakh = 3 marks		
	Between Rs.50 lakh to Rs.2.00 crore = 6 marks		
	More than Rs.2.00 crore and less than Rs. 5.00 crore = 8 marks Rs. 5.00 crore and above = 10 marks		
2 (b)	TOTAL TURNOVER FOR CONSULTANCY WORK IN THE YEAR (2009-10) (Copy of Balance Sheet and CA Certificate to be attached)	10	
	Less than Rs.50 lakh = Zero marks		
	Rs.50 lakh to Rs.1.00 crore = 5 marks		
	Rs.1.00 crore to Rs.5.00 crore = 7 marks More than Rs.5.00 crore = 10 marks		
3 (a)	WHETHER EMPANELLED WITH PLANNING COMMISSION OR NOT ?	20	30
	YES : 20 marks NO : ZERO marks		
3 (b)	TOTAL NUMBER OF STATES (OUT OF SELECTED EIGHT STATES) IN WHICH PERMANENT OFFICE OF AGENCY EXISTS	10	
	Less than 04 States= Zero marks; 04 to 06 States= 5 marks; More than 06 States=10 marks		
	Total		100

II TECHNICAL EVALUATION: STAGE-II

- A. To qualify for Stage – II Technical Evaluation, the agency has to secure at least 50 marks in Stage-I Technical Evaluation.
- B. Such agencies will be eligible for Technical Evaluation Stage – II and will be required to make a Power Point Presentation before a Committee constituted by this office.
- C. A copy of the presentation, duly signed by the authorized signatory of the agency will be submitted in advance or on the date of presentation, to this office.

Evaluation Criteria for Technical Evaluation (Stage-II) will be as follows:

S. No.	Criteria	Marks	Total Marks
1.	NUMBER OF STUDIES OF SIMILAR NATURE COMPLETED (copy of final report to be submitted as proof)		30
	01 to 02 studies = 5 marks		
	More than 02 to 05 = 10 marks		
	More than 05 and above = 30 marks		
2.	METHODOLOGY OF CONDUCTING THE EVALUATION STUDY AS PER TOR		40
3(a)	Capability and suitability of the key personnel for the assignment	15	30
3(b)	No. of personnel to be dedicated for the project Less than 10 = 5 marks More than 10 =15 marks	15	
	Total		100

III FINANCIAL BID : STAGE-III

1. The agency has to secure at least 70 marks in Stage-II Technical Evaluation for consideration of financial bid.
2. Financial Bids of only those Agencies which qualify the Stage-II Technical Evaluation, as above, will be opened.
3. In case the number of agencies qualifying the Stage – II Technical Evaluation happens to be less than three, then qualification requirement of 70 marks will be automatically relaxed and the top three agencies (as per the marks in Stage-II) will be qualified for next Stage-III).
4. The Financial bids will be opened in the presence of the representative(s) of the agency (s), with prior intimation of date & time to the agency(s) concerned.
5. The agency, which quotes the lowest bid, will be awarded the evaluation work.

GENERAL TERMS AND CONDITIONS OF THE WORK

1. Eligible agency willing to render the service may submit EOI along with the supporting documents as required for the Technical evaluation qualification criteria.
2. The selected Agency will sign an Agreement with the Office of Development Commissioner (Handlooms), Ministry of Textiles, Government of India, New Delhi for rendering the services as per the agreed upon terms & conditions.
3. The pattern of release of payment to the selected Agency shall be as follows :
 - (i) 20% of the amount agreed upon shall be paid soon after signing of the contract, in advance, as the mobilization advance and against a Bank Guarantee of an equal amount.
 - (ii) Next 30% amount shall be released after a Power Point Presentation of the draft Report is made before the O/o DC (Handlooms); this shall also be against a Bank Guarantee of an equivalent amount.
 - (iii) The balance 50% shall be paid on receipt and acceptance of the final Report by the DC (Handlooms)
 - (iv) All the Bank Guarantees will initially be valid for a period of six months, which can be renewed, if necessary.
4. Office of the Development Commissioner (Handlooms) reserves the right to reject any EOI without assigning any reason.
5. Penalty Provision : In the event of Agency willfully not commencing/completing the work within the prescribed time limit, the DC (Handlooms) shall cancel the Agreement and the Agency shall be liable to refund the advance payments within 10 days of notice to the Office of DC (Handlooms) alongwith interest @ 18% per annum.
6. The decision of Secretary (Textiles), Government of India on the question of any breach or violation in the terms & condition of the contract shall be final and binding on the Agency.

The interested parties may submit their Expression of Interest in a sealed cover superscribing the caption **“HWCWS: EOI FOR TECHNICAL EVALUATION (STAGE-I)”** to the undersigned at the following address latest by 22.06.2011 (before 5.00 p.m). Any clarifications in the matter can be sought from the undersigned at the given contact numbers/address.

(Meenu S. Kumar)
 Chief Enforcement Officer
 O/o Development Commissioner (Handlooms)
 Room No: 55B, Udyog Bhavan,
 New Delhi.
 Telephone No. : 2306 19 76
 Fax : 2306 38 66
 e-mail : meenu.sk@nic.in

7. Bank Guarantee: The agency selected for evaluation will have to submit a Bank Guarantee of the equivalent amount approved for conducting the study. The Bank Guarantee will initially be valid for a period of six months which can be renewed further, if necessary.