

TERMS OF REFERENCE (TOR)

State Level Nodal Agency, Department of Land Development and Water Resources, Government of Uttar Pradesh Request for Expression of Interest (EOI) from reputed NGOs / Agencies for Empanelment for working as a Project Implementing Agency (PIA) under Integrated Watershed Management Projects (IWMP) in Uttar Pradesh

BACKGROUND:

The State Level Nodal Agency (SLNA), Department of Land Development and Water Resources is entrusted with the responsibility of implementing the Integrated Watershed Management Projects (IWMP) in the State. The above Projects are implemented under the Guidelines of the Department of Land Resources, Ministry of Rural Development, Government of India. The Common Guidelines -2008 (Revised -2011) of the Government of India envisages NGOs / Agencies to work as PIA in the IWMP program.

The SLNA is interested in empanelling the reputed and qualified NGOs / Agencies with knowledge and experience in the field of Watershed Management / Livelihood Projects / Natural Resource Management / Agricultural Production Systems. The SLNA invites applications from reputed organizations/ Agencies for working as PIA under IWMP projects in Uttar Pradesh.

The role, responsibilities and resources available for implementation will be as per the provisions outlined for PIA in the Common Guideline-2008 (Revised – 2011), Government of India and the Circulars / Orders issued in the matter by the Department in Central Government and the State Government. The Common Guidelines – 2008 (Revised – 2011) and other Circulars / Orders can be seen on the website <http://dolr.nic.in> & <http://upldwr.up.nic.in>

Technical Qualifications:-

The Non Government Organizations (NGO's)/Agencies would need to satisfy the following criteria to be selected as PIA:

1. Should be a registered legal entity of at least 05 years standing as on the date of issuance of advertisement.
2. Should have had at least 03 years of field experience in the area of community based Natural Resource Management, Agriculture Production System and Livelihood Development.
3. Should not have been blacklisted by CAPART or any other Department of Government of India or State Government.
4. Should be equipped with a dedicated, multidisciplinary team with gender balance.
5. Should furnish 03 years balance sheet, audited statement of account and income returns. All accounts of the organization should be up to date.
6. Should furnish the profile of its Board of Directors.
7. Should have successfully implemented projects independently.
8. Should be prepared to constitute dedicated Watershed Development Teams.
9. Experience of working in above Fields and experience of working with government programs would be preferred.

Allocation of project will be subjected to the following conditions:-

- I-At any point of time, one NGO / Agency cannot be assigned more than 10,000 ha area in a district.
- II-At any point of time, one NGO / Agency cannot be assigned more than 30,000 ha area in a state.
- III-In any case, not more than 1/4th of the total Projects at a time in a State to be implemented by NGO's / Agencies.

In addition, the applicant NGO/Agency must be conversant with the thematic issues interfacing with the IWMP: provisions of Panchayati Raj Institutions (PRI) in the state, wide range of social, regional and livelihood contexts and nuances of functioning of the social and rural development programs being implemented by line departments. The applicant NGO/Agency should specify the district (s) in which they are interested to work as PIA. One Agency cannot apply for work in more than three districts. NGO's/Agencies should preferably have prior experience in watershed related aspect or management of watershed development projects.

**RATING NORMS FOR NGOs / AGENCIES AS PIA FOR IWMP PROJECTS IN
UTTAR PRADESH**

- A. LOCAL PRESENCE: NGOs / Agencies to score minimum nine marks for qualifying: (9 / 15)

S. No	Qualifying Criteria	Maximum Marks
1-	Local Presence (Max 10 marks)	
a	Physical Presence	5
i	Agency located in the Project District and working in the same area (5 marks)	
ii	Agency located else but functioning in the Project area (3 marks)	
iii	Agency neither located in nor working in the Project district (1 marks)	
b	Experience of working with developmental agencies, Central / State Government (Implemented Government Project -5 marks, otherwise -2 marks)	5
c	Experience of working in Uttar Pradesh in watershed development/ Natural Resource Management/ Livelihood Projects / Agricultural Production Systems (if worked quality of implementation to be ranked)	5

- B. QUALITY OF GOVERNANCE: To score nine marks for qualifying (9/15)

S. No	Qualifying Criteria	Maximum Marks
1	Board / Governing Body which meets regularly (3 marks for one meeting, 6 marks for 2 meetings and 10 marks for 3 meetings in a year)	10
2	Availability of full time CEO (Part time – 3)	5

- C. CAPABILITY / EXPERIENCE UNDER WATERSHED DEVELOPMENT / NATURAL RESOURCE MANAGEMENT / LIVELIHOOD PROJECT / AGRICULTURAL PRODUCTION SYSTEM: To score minimum 25 marks for qualifying (25 / 42)

S. No	Qualifying Criteria	Maximum Marks
1	Availability of experienced technical / social sector staff on full time basis as paid staff	25
i	At least two staff from sector of watershed development/ Natural Resource Management / Livelihood Projects / Agricultural Production System (if one staff available then 5 marks)	10
ii	Social sector	5
iii	Willingness to recruit skilled personnel	3
iv	Arrangement for hand holding with experienced NGOs	7
2	Size of projects handled in last five years (more than one cr. -8 marks; between 50 lacs -1 crore – 4 marks; less than 50 lacs – 3 marks.	8
3	Number of projects implemented in last five years in related field of watershed development/ Natural Resource Management / Livelihood Projects / Agricultural Production System. (5 and more – 9 marks; 3-4 – 5 marks; 1-2 – 4 marks)	9

D. FINANCIALS: To score minimum 17 marks for qualifying (17/ 28)

S.No	Qualifying Criteria	Maximum marks
1	Book Keeping / Accounting	16
a	Accounts are properly maintained and maintained up to date	16
b	Accounts are properly maintained but audit in arrears for more than two years	8
c	Accounts not properly maintained and not audited for long time (more than five years)	0
2	Financial position during last three years (marks will be awarded for healthy position of assets and liabilities of the agency, receipts and payments / income and expenditure, surplus available, honoring financial commitments with banks and other funding agencies, no case of any mis-appropriation of funds. Frauds , transparency etc. on a scale of 0 to 12)	12
	TOTAL	100

OVER ALL MINIMUM MARKS FOR SELECTION OF NGO / AGENCY AS PIA: 60.

CEO
SLNA
UTTAR PRADESH