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**AN ENDLINE SURVEY OF A PROJECT TITLED "DEVELOPING A COMPREHENSIVE PARTICIPATORY AQUACULTURE DEVELOPMENT MODEL FOR ENHANCING THE LIVELIHOOD OF SMALLHOLDER FISHERS."**

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**REQUEST FOR PROPOSALS**

Issue Date: 19<sup>th</sup> December 2024

Proposal Submission Deadline: 31<sup>st</sup> December 2024

**Centre for Microfinance and Livelihood (CML):**

Centre for Microfinance & Livelihood (CML), an associate of the Tata Trusts, Mumbai is a development support and catalysing institution established in 2008, with its head office at Guwahati, Assam and a mandate for working in the Northeast region. From its initial focus on strengthening the development space in the Northeast region through capacity building, action research, facilitation, and linkages; it has evolved and presently focuses on strategic interventions, implementation, and incubation of market-led and enterprise modes of addressing livelihood issues. As an associate of the Tata Trusts, CML imbibes the larger vision, values, and goals of the Trusts, carrying along with it, its core competence in capacity building, linkage, and facilitation.

The overriding focus of CML has been to provide the required platform, linkage, human resource, and technology support to ensure end-to-end solutions in the thematic domains with the ultimate objective of providing adequate access and opportunities for many people to join in and generate adequate value and livelihood all along.

CML presently operates in the states of Assam and Tripura with over 10 ongoing projects. All the projects are directly implemented by CML in the domains of agriculture, education, crafts, and WaSH. CML implements its programs/projects through its head office in Guwahati, regional offices in Agartala and field offices at project locations.

**Introduction:**

The project is designed to sustainably enhance the quality of life for smallholder and marginalized farmers by introducing fishery cultivation as a livelihood activity in rural areas. With a focus on improving the living standards of 3,000 households (HHs) in the Matabari and Kakraban R. D. Blocks of Gomati District, Tripura. The project aims to empower these communities through a combination of approaches. Key interventions include the optimal use of available water resources, the infusion of advanced technology and innovative practices, increased production, the promotion of community-based enterprises, and the establishment of sustainable forward and backward linkages. These efforts are expected to contribute to both economic growth and environmental sustainability in the region.



### **Scope of the Evaluation:**

CML has proposed conducting an endline survey in Gomati District, Tripura, for the project titled "Developing a Comprehensive Participatory Aquaculture Development Model for Enhancing the Livelihood of Smallholder Fishers." The primary goal of this survey is to assess the impact of the project on the community, specifically focusing on how it has contributed to increasing the income of smallholder fish farmers.

The assessment will examine the effectiveness of the project's interventions and their outcomes on the livelihoods of the targeted beneficiaries. CML will provide all necessary documents and relevant details to the selected evaluation agency to facilitate the process.

### **Characteristics of a Successful Proposal:**

We seek proposals that demonstrate the attributes described below:

#### **In-depth Contextual Knowledge:**

Proposals should provide a clear and thorough explanation of the context in which the evaluation will take place, emphasizing the relevance of the evaluation design to address the key questions of the assessment. Proposals will be assessed based on the depth of understanding demonstrated in describing the program and its implementation.

Additionally, the proposal should offer a comprehensive understanding of the socio-economic conditions of the fish farmers within the intervention areas. The assessment team should outline how the study will measure key program-related indicators across various dimensions, including socio-economic factors. This should include, but not be limited to, the assessment of income levels, livelihood improvements, access to resources, and any other relevant indicators that capture the impact of the project on the targeted communities. For more specific details, please refer to Appendix A.

#### **Clearly Defined Research Questions:**

Proposals should clearly articulate the evaluation questions that the study aims to answer. The main evaluation questions, along with any relevant sub-questions, must be explicitly stated. The proposal should also outline the conceptual and analytical frameworks that will guide the analysis. Furthermore, it is essential that proposals describe the causal pathways linking the program's results framework to the primary outcomes of interest. This will help to clarify how the program's activities are expected to lead to the desired impacts.

#### **Justification of Methods Used:**

In the methodology section, proposals must detail the methods that will be employed to answer the assessment questions. This section should also provide a rationale for the selected methods, explaining why they are appropriate and suitable for addressing the key questions. The justification should demonstrate how these methods will effectively capture relevant data and measure the impacts of the program, considering both the specific context and objectives of the evaluation.



### **High Technical Quality:**

Proposals will demonstrate the use of relevant, rigorous quantitative and qualitative methods that will be participatory and inclusive. At a minimum, funded studies must conduct gender and/or ethnic group-sensitive analyses in which respondents of marginalized castes and/or ethnic groups are included. Suggested approaches include but are not restricted to in-depth semi-structured interviews and focus group discussions with direct and indirect program participants, and implementing agencies at the local and state level that provide support services. The studies may use existing program documents and other secondary data to complement the analysis. All findings must be validated using recognized methods, including the participation of beneficiaries

### **Team Composition:**

The research team must demonstrate experience of high-quality research on livelihoods in India. The team will be assessed as a whole and not on individuals alone. A strong team will be multidisciplinary and should include members with relevant sectoral and methodological experience along with adequate support staff. The team should have sectoral experience in the fishery activity. Understanding the geographical region, including local partnerships or data collection abilities will be an added benefit. Project deliverables will include a study instrument and a final evaluation report.

### **Proposal Components:**

#### **Capability Statement:**

A statement on company capabilities including a background summary of the organization outlining areas of expertise; a sample projects with client names and any direct experience the agency has working on relevant evaluations.

#### **Technical Approach** *(not to exceed 5 pages):*

The proposal should provide a detailed description of how the agency will approach and complete the scope of work, including: How the agency will develop the sampling strategy and tools; How the agency will ensure data ethics, data control and data rights; How the agency will ensure quality of data collection (including a description of ongoing monitoring and quality control procedures among interviewers and other project staff).

### **High Technical Quality:**

Proposals will demonstrate the use of relevant, rigorous quantitative and qualitative methods that will be participatory and inclusive. At a minimum, funded studies must conduct gender and/or ethnic group-sensitive analyses in which respondents of marginalized castes and/or ethnic groups are included. Suggested approaches include but are not restricted to in-depth semi-structured interviews and focus group discussions with direct and indirect program participants, and implementing agencies at the local and state level that provide support services. The studies may use existing program documents and other secondary data to complement the analysis. All findings must be validated using recognized methods, including the participation of beneficiaries



**Management and Supervision** (not to exceed 2 pages):

The applicant will describe its management, supervision, and administrative arrangements for executing this project, including the functions and responsibilities of the proposed project team. The applicant should explicitly describe how the project lead will manage the project, how the person responsible for fieldwork will monitor study progress, the nature and frequency of communication with the data collectors, and how data will be managed during data collection.

**Timeline & Fees:**

The deadline for submitting proposals is on or before 10:00 p.m. on 31<sup>st</sup> December 2024.

The consultancy fees for the '**Endline Survey**' are in the range of Rs. 6 Lakhs to Rs. 8 Lakhs, inclusive of all applicable taxes

Table 1: Key dates for activities or deliverables:

<b>Activity or Deliverables</b>	<b>Key Dates</b>
Request for proposals is posted	19 <sup>th</sup> December 2024
Deadline for proposals	31 <sup>st</sup> of December 2024
Pre-finalization meeting with short-listed vendors	2 <sup>nd</sup> January 2025
Announcement of final award of grants	8 <sup>th</sup> of January 2025

**This assessment needs to be completed by 28<sup>th</sup> of February 2025.**

**Selection Criteria:**

All proposals will be evaluated by the review committee based on the extent to which proposals meet the selection criteria, to the extent that they are deemed necessary, negotiations may be conducted with the highest rated bidders. In evaluating proposals, the Centre for Microfinance & Livelihoods will follow the below criteria. The most economically advantageous bid is established by weighing technical quality including an understanding of the scope of work, proposed methodology and approach for completing the assignment, Organization profile, experience of conducting studies, research and publication, and timeline against price.

Table 2 provides the evaluation criteria and percentage of the total score for the assessment of proposals.

**Table 2: Proposal Scoring Criteria:**

<b>Criteria</b>	<b>%</b>
Qualifications of the research team	30
Relevance of the study for the context	20
Design and methodology	30
Cost-effectiveness	20



### **Submission Guidelines:**

Please send the complete proposal package of documents to [bishwadebbarma@cmlnortheast.com](mailto:bishwadebbarma@cmlnortheast.com) and [admin@cmlnortheast.com](mailto:admin@cmlnortheast.com) with 'Comprehensive Endline Survey – Tripura Proposal' as the subject line or through courier to the Executive Director, Centre for Micro Finance & Livelihood An associate Organization of Tata Trusts, 5th Floor, Divine Plaza, G.S Road, Dispur Super Market, Guwahati- 781005 within the BID submission end date and time. Please submit separate application packages if you are submitting proposals for each research theme. Also, the budget should provide detailed information.

**Please direct any questions related to this RFQ** to [bishwadebbarma@cmlnortheast.com](mailto:bishwadebbarma@cmlnortheast.com). All proposals must be in writing, in English language, and signed and dated by an authorized person of the Bidder. Bidders must use the guidelines provided in this RFQ.

The proposal validity period should be at least 30 (thirty) days following the Bid Deadline. This should be clearly mentioned in both the technical and financial proposals.

### **Further Information:**

No costs incurred by the bidder in preparing and submitting the bid shall be reimbursable. All such costs shall be borne by the bidder. If proposed experts were interviewed or called for presentation, all costs shall be borne by the bidder. Bidders may alter or withdraw their bids by written notification prior to the stated deadline for submission of bids. No bids may be altered after this deadline. Withdrawals must be unconditional and will end all participation in the bid procedure.

The bid will be opened by the Centre for Microfinance & Livelihoods (CML) within 5 days from the deadline for the submission of the bid. Any attempt by a bidder to influence the evaluation committee in the process of examination, clarification, evaluation and comparison of bids, to obtain information on how the procedure is progressing or to influence the contracting authority in its decision concerning the award of the contract will result in immediate rejection of its bid. Email text bodies should indicate the name and address of the bidder and the description of the proposal (technical or financial).



## Appendix: A

### Background:

The project aims to bring about sustainable improvement in the quality of life of small and marginalized farmers through the cultivation of fishery in rural livelihood. The Project wants to enhance 3000 HHs in Matabari and Kakraban Block under Gomati District, Tripura through the intervention of fishery activity powered by optimum utilization of available water resources, technology infusion, innovation, production enhancement, promotion of community enterprise and establishing sustainable forward and backward linkages. The project will be implemented by CML within a period of 5 years. The total budget of the project is ₹10.77 crores out of which ONGC Tripura Power Company Ltd. support stands at ₹5.00 crores.

### Project Goal:

“Income enhancement of 3000 small and marginal fish farmers through diversification of comprehensive pisciculture practices in Matabari and Kakraban blocks under Gomati district, Tripura by 2025.”

### Project Areas:

The project area is specified under Matabari and Kakraban blocks in Gomati district, Tripura, India.

**Project Time:** The project period is from 22<sup>nd</sup> Dec. 2020 to 25<sup>th</sup> Dec. 2025.

The theories of change in terms of impact, outcomes, output, and activities are given below:

Indicator	Impact Targets					
	Y1	Y2	Y3	Y4	Y5	Total
30% or more increase in productivity per 0.16 hectare per farmer than baseline	200	300	500	1000	1000	3000
60-70% increase in annual income per farmer than baseline	200	300	500	1000	1000	3000

Indicator	Outcome Targets					
	Y1	Y2	Y3	Y4	Y5	Total
70% of the enrolled fish farmers adopted a standard package of practices (PoP)	245	490	560	700	105	2100

Indicator	Output Targets					
	Y1	Y2	Y3	Y4	Y5	Total
Total area covered under fishery activities (Hec)	32	48	80	160	192	512
No. of seed producers received training and exposure visits on nursery management	20	40	40	20	0	120



Indicator	Activity Targets					
	Y1	Y2	Y3	Y4	Y5	Total
No. of farmers mobilized under the project	700	1000	1000	300	0	3000
No. of Activity Groups formed	40	50	50	15	0	155
No. of Producer Groups promoted	0	20	0	0	0	20
No. of farmers trained in scientific fish farming	350	700	800	1000	150	3000
No. of Fiber-Reinforced Plastic (FRP) hatchery installed	0	10	0	0	0	10

**Major Project Components:**

- Promoting community-owned and managed institutions of the fisher farmers for improved delivery of inputs, credit, technical advice, and marketing support for both women and men. This would be in sync with provisions proposed in the recent Union budget 2020.
- Engage with all the stakeholders in the value chain – seed growers, general fishers, feed producers and suppliers, financial institutions, the academic community, subject experts, and the Government.
- Setting up FRP hatcheries, wherever required, to produce quality spawns locally, and encourage local entrepreneurs to grow fingerlings and yearlings to provide quality seeds that are made available throughout the year.
- Work on developing fish feed using indigenous raw material available that addresses the protein requirement alongside other nutrients.
- Setting up demonstration plots for piloting techno-innovations with 10% farmers such as low-cost solar aerators, fishery, aquaponics, and easy dissemination of knowledge.
- Focusing on building the capacity of the fishers through skill training and exposure visits, concept-sharing workshops, and seminars.

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