

Ministry of Social Justice and Empowerment

Notice Inviting Expressions of Interest

for

Engagement of a reputed agency to work as the National level Technical Agency (NTA) for conducting a Survey of Manual Scavengers and their Dependents.

The Government of India, Ministry of Social Justice and Empowerment, proposes to undertake, in 2012, a nation-wide survey of manual scavengers, through State Governments and local bodies, and to appoint a National Technical Agency for the purpose, to provide technical support to the exercise at the national level in the areas of:-

- planning, training, awareness generation,
- technical guidance to State agencies,
- scrutiny and validation of State Survey Reports, and
- preparation of a National Survey Report on their basis.

2. Survey Objectives:

Broad objectives of the Survey are to:

- (i) identify persons who are still engaged in manual scavenging (and their dependents – adult as well as minor),
- (ii) to ascertain the socio-economic, educational, health and skill status of the persons identified as above, and their willingness to undertake alternative self employment, and
- (iii) to ascertain details of the insanitary latrines, septic tanks, sewage, railway stations etc, where the manual scavengers identified as above, are engaged/employed.

3. **Scope of the Survey:**

3.1 As manual scavenging is mainly prevalent in urban agglomerations, and large villages, the survey would be conducted in:-

- (i) areas falling within the local limits of all urban local bodies, i.e., municipal corporations, municipal councils and Nagar Panchayats (by whatever name called), and cantonment boards,
- (ii) villages adjoining urban areas,
- (iii) other villages, having a population of 5,000 or more, and
- (iv) villages not coming under (ii) and (iii) above but which, as per information available to local administration, have incidence of manual scavenging

3.2 For the purpose of the Survey, “manual scavenger” will mean *a person engaged or employed, on a regular basis (as opposed to one employed on an episodic or casual basis) for manually cleaning, clearing, carrying, disposing of or otherwise handling untreated human excreta, whether in dry/other insanitary latrines*, septic tanks, drains, sewer lines, or on railway tracks.*

***“insanitary latrine” means a latrine which requires human excreta to be cleaned or otherwise handled manually, either in situ, or in an open drain or pit into which the excreta is discharged or flushed out.

4. The Ministry wishes to appoint a suitable agency to function as the National level Technical Agency (NTA) for the above Survey, and invites Expression of Interest (Eoi) from reputed not-for-profit organisations/academic/research institutions working in the area of social sciences/social work/labour studies/statistics and issues pertaining to Scheduled Castes/poverty alleviation, having experience in conducting similar

surveys/studies/evaluation on a large – preferably national- scale, for being engaged as the NTA.

5. NTA's Functions

Functions of the NTA will broadly include:-

- (i) providing technical inputs, preparation of detailed national-level guidelines for the Survey, training modules for key functionaries at various levels, other resources, and publicity material;
- (ii) organizing training programmes for State level key functionaries;
- (iii) coordination with State Technical Agencies,
- (iv) overseeing and ensuring the smooth conduct of survey at the State and district levels;
- (v) compilation, scrutiny, validation and collation of reports received from the States, and preparation of the National Survey Report, on their basis, and
- (vi) other work, incidental to the above.

6. Proposed Time-frame:

NTA will be expected to submit the National Survey Report to the Ministry within nine months from the date of its appointment. The NTA will make its own arrangements for field visits, setting up dedicated office etc. for the purpose of the survey, as necessary.

7. Eligibility Criteria for appointment as NTA:

- (i) It should either be a not-for profit organisation or an academic/research institution with experience of having worked in the areas of social sciences/ social work/labour studies/statistics/issues pertaining to Scheduled Castes/poverty alleviation.
- (ii) The Agency should have been in existence for at least 5 years, and should enjoy a good reputation in its field.

- (iii) Annual budget or turn-over of the oraganisation should have been at least Rs. 2 crore in at least 2 of the last 3 years.
- (iv) The Agency should have undertaken at least two projects of a broadly similar nature, preferably in the last five years- at the national, or at least inter-state-level.

8. **Proforma for conveying Eol:**

Interested organisations/institutions should convey their Eol to the Ministry in the proforma annexed. The proforma MUST be accompanied by the documents mentioned at its bottom.

9. **Submission of Eol:**

Interested eligible agencies may send their complete EOI in the prescribed proforma, in a sealed cover, with all prescribed enclosures, so as to reach the following addressee on or before 5 P.M. on 20.01.2012. The envelope containing the Eol, should be superscribed with the words "Expression of Interest for appointment as NTA for Survey of Manual Scavengers".

Shri Chaitanya Murti,
Director,
Ministry of Social Justice and Empowerment,
Government of India,
Room No. 739, "A" Wing,
Shastri Bhavan, New Delhi- 110015
Telefax: 23070095
Fax: 23384918
e-mail: cmurti7@gmail.com
website: <http://socialjustice.nic.in>

10. **Further Action :**

Among the parties from which Eols are received, only those found suitable in a preliminary scrutiny by the Ministry, will be informed and issued Tender Document for submission of Technical and Financial Bids. The Ministry reserves the right to accept or reject the Eol of any party, without assigning any reason.

(Chaitanya Murti)
Director

Proforma

Dated:

To,

Shri Chaitanya Murti,
Director,
Ministry of Social Justice and Empowerment,
Government of India,
Room No. 739, "A" Wing,
Shastri Bhavan, New Delhi- 110015

Sub: Expression of Interest for Engagement of a reputed agency to work as the National level Technical Agency (NTA) for conducting a Survey of Manual Scavengers and their Dependents.

Sir,

With reference to the Notice Inviting Expression of Interest of the Ministry of Social Justice and Empowerment, dated _____ for engagement of a reputed agency to work as the National Level Technical Agency for conducting a survey of manual scavengers and their dependents, we wish to express our interest to undertake the work.

2. The details regarding our organization are furnished below, for consideration of the Ministry:

S.No.	Item	Particulars
1.	Name and address of the Organisation	Name: Address:
2.	Name, Designation, Telephone No. and E-mail address of the head of the organisation	Name: Designation: Phone No: E-mail address:
3.	Name, Designation, Telephone No. and Email address of the contact person for the purpose of this EoI.	Name: Designation: Phone No: E-mail address:
4.	Year of registration of Organisation	
5.	Nature of the organisation e.g. whether registered under	

	Section 25 of the Companies Act, 1956/an autonomous body of the Central/State Government/Academic or Research Institution etc.													
6.	Objectives of the organisation (as per statute/Articles of Association etc.)													
7.	Overview of the activities undertaken by the organisation.													
8.	Main fields of work													
9.	Details of Regional/State offices, if any.													
10.	Regular Staff strength of the organisation	<table border="1"> <thead> <tr> <th>Category</th> <th>No</th> </tr> </thead> <tbody> <tr> <td>i. Directorial/Administrative</td> <td></td> </tr> <tr> <td>ii. Academic/Market research</td> <td></td> </tr> <tr> <td>iii. Accounts and Finance</td> <td></td> </tr> <tr> <td>iv. Support staff</td> <td></td> </tr> <tr> <td>Total</td> <td></td> </tr> </tbody> </table>	Category	No	i. Directorial/Administrative		ii. Academic/Market research		iii. Accounts and Finance		iv. Support staff		Total	
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i. Directorial/Administrative														
ii. Academic/Market research														
iii. Accounts and Finance														
iv. Support staff														
Total														
11.	Annual Budget/turnover of the organisation in last 3 years	<p style="text-align: right;">(Rs. in crore)</p> <table border="1"> <thead> <tr> <th>2008-09</th> <th>2009-10</th> <th>2010-11</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2008-09	2009-10	2010-11									
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12.	<p>Details of the projects undertaken in the past, broadly similar to the proposed National Survey</p> <p>(i) Name & Nature of Project (ii) Year of commencement (iii) Cost of project (iv) Fee earned by the organisation under the project (v) Nature of responsibility undertaken (vi) Organisation for which undertaken (vii) Year of completion.</p>													
13.	Whether the organisation has ever been in receipt of Grant-in-Aid from any Ministry/													

	<p>Department of the Central/State Government ? If yes, details</p> <p>(i) Year in which received</p> <p>(ii) Scheme for which received</p> <p>(iii) Name of Ministry/Deptt/ Central Govt./State Govt.</p> <p>(iv) Purpose</p> <p>(v) Amount</p>	
14.	Whether the organisation has ever been blacklisted by Central Ministry/Deptt. or State Govt.? If yes, details.	
15.	Details, which the organisation may wish to submit in support of its claim of being a reputed organistaion in its field.	
16.	Any other related relevant information which the organization wishes to furnish.	

Enclosures:

- i. Copy of registration of the organization/institution, under relevant Act,.
- ii. Copy of its Articles of Association/Bye-laws/regulations,as applicable,
- iii. Last 3 years' Annual Report of the organization/institution,
- iv. Last 3 years' Audited Annual Accounts of the organization/institution.

Yours sincerely,

Place
Date

Signature of authorized signatory on behalf of the Organisation
with seal, Name and Address

Ministry of Social Justice and Empowerment

Notice Inviting Expressions of Interest from reputed not-for-profit organizations to act as the National Technical Agency for a Survey of Manual Scavengers

The Government of India, Ministry of Social Justice and Empowerment, proposes to undertake, in 2012, a nation-wide survey of manual scavengers, through State Governments and local bodies, and to appoint a National Technical Agency for the purpose, to provide technical support to the exercise at the national level in the areas of:-

- planning, training, awareness generation,
- technical guidance to State agencies,
- scrutiny and validation of State Survey Reports, and
- preparation of a National Survey Report on their basis.

Accordingly, the Ministry invites Expressions of Interest(EoI) from reputed and experienced not-for-profit organisations/academic/research institutions working in the area of social sciences/social work/labour studies/statistics and issues pertaining to Scheduled Castes/ poverty alleviation, having experience in conducting similar surveys/studies/evaluation on a large – preferably national- scale, for being engaged as the National level Technical Agency (NTA). The Agency should have undertaken at least two projects of a broadly similar nature, preferably in the last five years. Minimum annual budget/turnover of the organisation should be Rs. 2 crore, during at least two of the last three years

The detailed notice inviting EoI may be seen on the Ministry's website {<http://socialjustice.nic.in>}. Organisations interested in working as NTA may please send their letter conveying Expression of Interest, complete in all respects, and superscribed “ Expression of Interest for appointment as NTA for Survey of Manual Scavengers”, so as to reach the following addressee by **20th January, 2012**, :-

Shri Chaitanya Murti,
Director,
Ministry of Social Justice and Empowerment,
Government of India,
Room No. 739, "A" Wing,
Shastri Bhavan, New Delhi- 110015
Telefax: 23070095
Fax: 23384918

Chaitanya Murti
Director
Ministry of Social Justice and Empowerment, Govt. of India.