

AGENDA NOTES

21ST GOVERNING BODY MEETING OF KARNATAKA EVALUATION AUTHORITY

CHAired BY

President of the Governing Body,

Karnataka Evaluation Authority

and

The Addl. Chief Secretary to Government of Karnataka,

Planning, Programme Monitoring and

Statistics Department

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Agenda I- Confirmation of the proceedings of the 20th Governing Body meeting of KEA

To read and confirm the proceedings of 20th Governing Body meeting of KEA
held on 3rd December 2019 *Annexure-I*

Agenda II- Action taken report on the proceedings of the 20th Governing Body meeting of KEA

Agenda Item No.	Subject of 20th GB	Resolution passed by 20th GB	Action Taken on the resolution of the 20th GB
4	Budget requirement for the year 2020-21	<i>The Governing Body approved the Budget requirement for the year 2020-21</i>	The Budget requirement as approved by Governing Body has been submitted to Finance Department for allocation of Grant.
5	Approval for new studies for evaluation, list of studies for 20 th Governing Body approval	<i>The Governing Body approved the list of new studies</i>	Preparation of concept note and Terms of References is in progress
6	Action Taken Reports received from Line Departments	<i>The Governing Body noted the same and KEA was directed to write to the departments who have not submitted the ATRs to submit report on the action taken on recommendations of the Evaluation studies.</i>	D.O. letters through Chief Secretary to Govt of Karnataka has been sent to 11 Departments
7	Approval for selection of Director, Associate Directors and Research Fellows on contract basis to KEA	<i>The governing Body noted and approved the selection to the posts in KEA and directed to issue appointment orders to the selected candidates. Draft terms and conditions for appointment to be submitted to Chief Secretary to Government for approval.</i>	6 Research Fellows, 1 Associate Director have reported to KEA. Chief Secretary to Government of Karnataka has approved the same in the file.

Agenda Item No.	Subject of 20 th GB	Resolution passed by 20 th GB	Action Taken on the resolution of the 20 th GB
8	Request for Proposal tender notification issued for 2 Schemes under QCBS method of KTPP Act	<i>Governing Body approved the proposal of calling for Request for Proposal (RFP) for 2 Schemes under QCBS method of KTPP Act.</i>	13 proposals have been received e-Procurement Portal from 9 Consultant Organizations. Selection of Consultant Organization is in process
9	Amendment sought to the Request for Proposal tender document to process of evaluating proposals for selection of Consultant Organizations for conducting evaluation studies	<i>Governing approved the same</i>	As per the resolution passed by the 20 th GB, RFP tender document is revised, copy of the revised RFP enclosed as <i>Annexure-II</i>
10	Domain name change of Karnataka Evaluation Authority website	<i>The Governing Body approved to change KEA domain as kmea.karnataka.gov.in from kea.karnataka.gov.in in the website.</i>	As the per the proceedings the KEA website Domain name has been changed as <u>kmea@karnataka.gov.in</u> and website updating is in progress
11	<u>Proposed:</u> Document reference <u>New clause:</u> Conflict of Interest	<i>The Governing Body approved the inclusion of the above proposal to include new clause 'Conflict of Interest' in the RFP tender document</i>	As approved by the GB, a new clause "Conflict of Interest" is incorporated in the RFP tender document

Agenda III- Receipt & Expenditure of KEA from 01.11.2019 to 29.02.2020

Sl. No.	Receipt from	Amount in Rs.
1	Opening Balance (01.11.2019)	6,86,19,416.00
2	Interest on Bank deposit (other than fixed deposits)	81,15,741.00
3	Miscellaneous (application fee etc.)	2,000.00
	Total	7,67,37,157.00

Expenditure of KEA from 01.11.2019 to 29.02.2020

Sl. No.	Particulars	Amount in Rs.
1	Schemes Evaluation Expenses	1,59,09,374.00
2	Salary & Allowances	38,06,346.00
3	Salary for Outsource Staff	42,58,129.00
4	TA Bills	4,96,181.00
5	Workshop, Training, Seminar & Meeting.	4,10,640.00
6	Meeting Expenses KEA	1,84,409.00
7	Sitting Fees, Conveyance & Travelling Expenses.	1,01,000.00
8	Notification Expenses.	74,170.00
9	Printing & Stationery & Consumables.	5,88,879.00
10	Telephone & newspaper	60,513.00
11	Office Expenses & Postage	1,00,023.00
12	Vehicle Maintenance.	61,618.00
13	Equipment's, Furniture, Fixtures of KEA.	11,23,680.00
14	Vehicle hire	5,87,054.00
15	Petrol bills	1,23,298.00
16	Refund of EMD.	2,05,000.00
17	Audit fees for filing for quarterly returns	77,821.00
18	Special Development Goals in Karnataka	86,22,669.00
19	Decision support system of Planning Department (PMI)	26,49,702.00
20	Renewal for KEA Society registrartion	64,450.00
21	Payment for CODR	2,00,00,000.00
	Total	5,95,04,956.00

The balance available in the “KEA fund” is Rs.172.32 lakhs (one crore seventy-two lakhs & thirty-two thousand only) as on 29th February 2020. The proposal has been submitted to the Finance Department for release of Rs.8.00 crores for CODR, release of balance grants Rs.105.00 lakhs and release of Rs.40.00 lakhs from Planning Board. The same is placed before the Governing Body for information & approval.

Agenda IV- Approval for new studies for evaluation

The new proposals for evaluation studies received from different Departments are reviewed and the following studies are identified.

Sl. No.	Department	Name of the Study
1.	Director, Women and Child Development Department, letter no: ಮಮಅಇ/ಬಾವಿನಿಕೋ/ಮೌ.ಮಾ/ 21/2019-20/683, dated: 03-12-2019	Evaluation of Implementation of Child Marriage Prohibition Act
2.	Director, Dr. B.R. Ambedkar Research Institute, Social Welfare Department, letter no. ಅಂ.ಸಂ.ಸಂ/ಸಿಬ್ಬಂದಿ-03/ಸಿಆರ್-02/2019-20, dated: 18.12.2019	Evaluation of the Schemes Prize Money for Talented Scheduled Caste Students and Scholarship to Scheduled Caste Students studying at Foreign Universities by the Department of Social Welfare
3.	Bhoomi Monitoring Cell, Commissioner, SSLR & Ex-officio, Director Bhoomi & UPOR, Bengaluru, letter no: BMC/ ADM-02/18/2019-20, dated:22.01.2020	Evaluation of functioning of Dishaank – True, Digitized and Geo-Referenced Revenue Maps on the Mobile of the Citizen
4.	Revenue Department, letter no: BMC/ ADM-02/18/2019-20, dated:22.01.2020	Evaluation of e-Kshana Project
5.	Administrative Training Institute, Mysore	Concurrent evaluation of training programmes on Sustainable Development Goals for Govt. Officers
6.	Karnataka State Planning Board, letter no. ರಾ.ಯೋ.ಮಂ/ಉಅ/	Problems of Urbanization in Bengaluru city with focus on - Scarcity

Sl. No.	Department	Name of the Study
	ಸಾ.ಪ್ರ/02 /2020/79, dated: 11.02.2020	of Water, Sewerage & Drainage Environment, traffic congestion, high rise buildings and other Infrastructure
7.	Karnataka State Planning Board	Preparation of Karnataka Vision 2030 for ZPs, TPs and Gram Panchayaths
8.		Study on rational restructuring of projects through converge of development projects and codification of various projects
9.		Designing and Development of CMs Dashboard for information up to Gram panchayath level for various developmental indicators
10.		Evaluation of Special Development Plan and preparation of road map for development.
11.		Study on strengthening of district planning committees in compliance with emerging models in the field.
12.	Department of Public Enterprises G.O.No.: ಸಾಉಇ 16 ಎಆರ್‌ಯು 2019, ಬೆಂಗಳೂರು, dated: 25.02.2020	Evaluation of ESCOMs
13.		Evaluation of Jungle Lodges and Resorts
14.		Evaluation of Karnataka Rural Infrastructure Development Limited
15.		Evaluation of Karnataka Soaps and Detergents Limited
16.		Evaluation of Road Transport corporations of Karnataka other than BMTC
17.		Evaluation of performance Karnataka Cashew Development Corporation, State Forest Industries Corporation and State Forest Development Corporation of Karnataka Forest Department

Sl. No.	Department	Name of the Study
Internal evaluation Studies by Departments with technical assistance from KEA		
18.	Agriculture Department (RKVY Projects) by University of Horticultural Sciences, Bagalkot	Development of cost-effective storage techniques and processing of onion at KRCCH, Arabhavi (UHS, Bagalkot)
19.		Impact Assessment of Establishment of Centre for post-harvest technology of horticulture crops
20.		Impact Assessment of Establishment of sub Centre for post-harvest technology at COH, Bengaluru
21.		Impact Assessment of Centre for Soil, Water & Plant diagnostics at Main campus Bagalkot
22.		Establishment of Centre for horticulture Biotechnology (Bagalkot & Bangalore)
23.		Impact Assessment of the project Development of Consortia of Bio-fertilizer and Bio-pesticide products for enhanced productivity and soil health in Horticulture (Bagalkot)
24.		Strengthening of Quality Control Laboratory (Bagalkot)
25.		Distillation and Value addition to promote menthol mint cultivation (Arabhavi)
26.	Agriculture Department (RKVY Projects) by University of Agricultural and Horticultural Sciences, Shivamogga	Evaluation of 'Farmers' participatory approach in validating and popularizing soil carbon sequestration technologies for sustainable maize production
27.		Popularization of multi-storied cropping systems in arecanut and coconut plantations in maidan, malnad and coastal areas of Karnataka

Sl. No.	Department	Name of the Study
28.		Impact Assessment of farm machinery workshop cum service training centres
29.		Impact Assessment of Precision farming technique for site specific nutrient management in arecanut
30.		Research and development efforts in integrated root grub management in arecanut in hill and coastal zones in Karnataka
31.		Creation of Hi-Tech Horticulture centre-Exploration of agro techniques for high value flowers and vegetable crops and demonstration and popularization of techniques to improve the livelihood of the farmers
32.		Popularization of high value horticulture crops under protected cultivation for economic sustainability
33.		Development of high yielding varieties of important crops of southern transition zone by conventional and non-conventional breeding methods
34.		Improving livelihood of farmers through varietal replacement with new and potential varieties/hybrids
35.		Standardization of processing methods, alternate uses of arecanut; popularization of onion storage structure and establishment of quality analysis laboratory.
36.		Impact Assessment of Rehabilitation and Resettlement of Villages from protected areas
37.	Karnataka Forest Department	Evaluating the performance of Tiger foundations in KFD
38.		Evaluation of Induction Training Programme for the uniformed cadets in KFD

The 12th Governing Body in its meeting dated: 03-01-2017 has given approval for schemes shown under sl. no. 36, 37 & 38 as Internal Evaluation. The 42nd Technical Committee of KEA in its meeting dated: 23-08-2018 had approved the same with certain conditions. The revised ToRs do not have the requisite coverage nor cover the long-term implications. Hence KEA has proposed to take up these three schemes as External Evaluation.

As the budget allocation for KEA during 2020-21 is less than the requisite amount, hence, no new study is being committed with KEA budget alone. PSE and Planning board have provided funds from their sources.

In view of the above it the Governing Body may approve the list in principle and permit to take up the studies for which the concerned department provides funding or there is additional allocation from the government.

The subject is placed for approval of the Governing Body

Agenda V- Empanelment of Three Consultant Organizations and Two Independent Assessors with KEA

Consultant Organizations and Independent Assessors may empanel with KEA as per Call for Expression of Interest vide notification no. KEA 17 PROC 2018, dated: 07-11-2018.

The following 3 Consultant Organizations and 2 Independent Assessors had submitted their proposals for empanelment.

Consultant Organizations:

1. M/s Centre for Sustainable Development- Bengaluru
2. M/s Foundation for Research in Health System- Bengaluru
3. M/s Bijapur Integrated Rural Development Society- Hungund

Independent Assessors:

1. Dr. M. Chandra Poojary
2. Dr. Moona Mohammed

The above Consultant Organizations and Independent Assessors were assessed by the Empanelment Committee in its meeting dated: 20-02-2020 and the committee recommended their empanelment for a period of 3 years. At

present 43 Consultant Organizations and 16 Independent Assessors are empanelled with KEA. The list of the COs and IAs are enclosed as *Annexure-III*.

The subject is placed before this Governing Body of KEA for kind approval.

Agenda VI- Calling Request for Proposal tender notification for 8 schemes under QCBS method of KTPP Act

KEA has prepared the Terms of References for the following 8 schemes and got approval from Technical Committee meeting of KEA. KEA will call Request for Proposal tender notification as per QCBS under KTPP Act on the e-Procurement Portal by two cover system seeking Technical and Financial Bid for selection of Consultant Organizations to take up the evaluation studies. The studies are as follows.

Sl. No.	Name of the Scheme/Programme	Name of the Department
1	Evaluation of impact of Plantation Activity with a focus on survival, effectiveness, productivity and relevance of species to agro climatic zones in Karnataka State and achievement of targets under SDG Goal 15	Forest
2	Organizational Evaluation of Karnataka Forest Department	
3	Impact analysis of National Horticulture Mission on Integrated development of Horticulture, Agricultural produce processing and socio-economic change in Karnataka State (2015-16 to 2018-19)	Horticulture
4	Evaluation of functioning of Institutional arrangements and Rehabilitation of women in distress ('Sweekar centres and State Home for Women in Karnataka and Gelathi Special Treatment Unit) and its impact on redressing violence against women (SDG Goal -5)	Women and Child Development
5	Evaluation of Functioning Hostels of Social Welfare, Backward Classes Welfare and Minority Welfare Department and the Impact on enrolment,	Social Welfare / Backward Classes Welfare and

Sl. No.	Name of the Scheme/Programme	Name of the Department
	Transition and learning outcomes of the students (2014-15 to 2018-19) for attaining the targets under SDG -10	Minority Welfare Department
6	Evaluation of functioning of Anna Bhagya scheme and its impact on food security and achieving SDG Goal -2 of zero hunger in Karnataka State (2013-14 to 2018-19)	Food, Civil Supplies & Consumer Affairs
7	Evaluation of progress and coverage of Immunization Programme and the strategies for achieving the targets under SDG Goal-3 in Karnataka State	Health and Family Welfare
8	Evaluation of Karnataka State Police Housing Corporation	Department of Public Enterprises

The studies from sl. No. 5-8 are already tendered and are placed for post facto approval.

The subject is placed before this Governing Body for kind information.

Agenda VII- Modification of Request for Proposal (RFP) tender document

Karnataka Evaluation Authority invites tender under the provisions of KTPP Act to select qualified Consultant Organizations to take up evaluation studies. RFP with numerous prescribed formats are uploaded to the e-Procurement Portal to capture technical details.

The technical information sought includes Educational Qualifications, Experience and Evaluation studies conducted by the evaluation team (Principal Investigator & Core Team members) under Annexure-1, which is part of the Request for Proposal tender document. It is proposed to modify scoring format in Annexure-1 by deleting the item books written and papers published, as the studies vary within the discipline and replacing the same with the evaluation studies conducted which is indicative of evaluation expertise of the individual. The modified format to be used is at **Annexure-IV**.

Further the inception Report forms the basis for the study and details the capture of the data, indicators and methods of analysis. It is necessary to provide the process of Inception Report approval and timeline for the same. It is proposed to be as below:

Sl. No.	Item	Process	Timeline
Timeline for Inception Report			
i	Briefing of the evaluation team, preliminary PPT presentation to KEA on study methodology proposed by team with data requirements	Details of the secondary data required for the study as perceived to be provided	Within one week of issue of work order
ii	Pilot study completion	Field investigation to prepare and fine tune Inception Report	7 days from preliminary meeting with KEA
iii	Submission of detail Pilot study report to KEA	Approval of KEA	4 days from submission of report
iv	Finalization of study tools	Incorporating all changes	6 days
v	Submission of IR to KEA	Approval of KEA for presentation	2 days after submission
vi	Presentation of IR before KEA	As per time schedule in KEA	5 days
vii	Submission of revised Inception Report	Incorporating the suggestions of KEA	2 days from PPT presentation
viii	Presentation of revised PPT {if necessary}		Within 4 days of submission of revised IR

The timeline is maintained as 4 weeks from the preliminary meeting with KEA after the selection of ECO. The subject is placed before this Governing Body for kind approval.

Agenda VIII- Extension of services of Statutory Auditor for the year 2019-

20

The 15th Governing Body held on 01-03-2018 vide subject no. 17 has approved to take up the services of any empanelled Chartered Accountants with the Accountant General. Quotations were invited from CAG empanelled Chartered Accountants no. KEA 15 EVN 2013, dated: 09-03-2018. M/s MKPS Associates quoted lowest rate of Rs.35,000/- that has been approved. M/s MKPS Associates, Bengaluru conducted Statutory Audit for the years 2017-18 and 2018-19. The Audit Reports have been approved by the Governing Body and the General Body. It is proposed to take up the statutory Audit for the year 2019-20 through M/s MKPS Associates-Bengaluru in the month of April 2020.

The subject is placed before the Governing Body for kind approval.

**Agenda IX- Enhancement of monthly remuneration of Consultant
(Translation and Training) and Accounts Officer, KEA**

Sri. S. Dinesha, retd. Deputy Director from Planning Department has been working as Consultant (Translation and Training) in KEA since 23-07-2016.

Sri. S. Dinesha has been carrying out the review of all Evaluation reports in Kannada Language received from ECO's with reference to English language Evaluation Reports Corrections if any are being attended and sent to the ECO Revised Kannada report received after incorporation of the comments are again being checked and finally sent along with the Foreword signed by the CEO, KEA. To inform ECO for printing of the Kannada Evaluation Report, after approval of the sample copy. Apart from this, the Consultant is also translating lot a of English version material of KEA to Kannada language to submit to the Government and to make correspondence. He is also responsible in organizing workshops for ECO's, line Departments and nodal officers in the process of evaluation. The above Consultant is drawing a monthly remuneration of Rs.40,000/- from 28-03-2018 onwards. It is proposed to enhance the monthly remuneration to Rs.47,500/-.

Sri. H. Narayanappa, Retd Assistant controller from State Accounts Department is working on outsource basis as Accounts Officers wef. 15.06.2015. He is discharging the duties as Accounts Officer and regularly maintaining the books of accounts, furnish the budget requirements to Government, following up of release of Grants as well as deposits from the line Departments and furnish

details of expenditure to MPIC. He is also well versed in Government orders and service matters and guide the administrative Assistant in service matters. The Accounts Officer represented that the remuneration of similar posts in e-Governance and Survey and Settlement Departments are being paid Rs 50,000/- per month. At present he is drawing a remuneration of Rs. 41,000. It is proposed to enhance the monthly remuneration to Rs.47,500/-.

This Subject is placed before the Governing Body for kind approval.

Agenda X- Extension of EPF to staff appointed on contract basis

Karnataka Evaluation Authority has appointed staff for the post of Associate Director and Research Fellow on tenure basis through notification no. KEA 25 ADMN 2019, dated: 14-08-2019. As per section-1 (3) (b) of The Employees Provident Fund and Miscellaneous Provisions Act-1952, the Act is extended to any establishment employing 20 or more persons. As against sanctioned posts of 40, at present there are 26 personnel working in KEA out of which 14 personnel have been obtained through Manpower Agency. The EPF and ESI to the 14 services are being paid through the service provider. The remaining personnel is 12, out of which 3 personnel are on deputation from Govt. 3 personnel are retd. from Govt. service and appointed in KEA on contract basis drawing pension and so are not eligible for EPF schemes in terms of section-16 (b) & (c) of Employees Provident Fund and Miscellaneous Provisions Act-1952. The remaining personnel working on contract basis are not getting any pension or contributory provident fund and are eligible for the EPF scheme.

Therefore, approval is sought for extending the EPF scheme to the personnel working on contract and to staff as and when filled up for the vacant posts.

Agenda XI- Selection of Manpower Agency to KEA as per KTPP Act

As per approval given by the 15th Governing Body in its meeting dated: 01-03-2018, KEA had invited tender vide Request for Proposal notification no. KEA 228 EVN 2018, dated: 17-05-2018 to provide personnel to KEA on contract basis. M/s Spywell Detective Agency-Bengaluru was awarded the contract for a period of 2 years i.e from 01-08-2018 to 31-07-2020.

As the contract with M/s Spywell Detective Agency-Bengaluru will expire on 31-07-2020, approval is sought from this Governing Body to call fresh tender by issuing Request for Proposal to select Manpower Providing Agency for a period of 2 years for the following posts:

Sl No.	Position	Total no. of posts
1	Accounts Officer	1
2	Web and MIS Manager	1
3	Personal Secretary	2
4	Office Assistants	5
5	DTP Operator	1
6	Senior Driver	2
7	Attenders	5

Agenda XII- Any other subject with the permission of Chair

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Proceedings of 20th Governing Body meeting of Karnataka Evaluation Authority held on 03rd December 2019 at 11 am under the Chairpersonship of the President of Governing Body

The Chief Evaluation Officer, Karnataka Evaluation Authority welcomed the President and Members of the Governing Body. [The list of Members present at 20th Governing Body Meeting is enclosed].

Agenda-I

Confirmation of the proceedings of the 19th Governing Body meeting of Karnataka Evaluation Authority

Resolution

CEO, KEA informed that the Proceedings of the 19th Governing Body meeting were circulated to all the members. No comments were received. The members noted it and the Governing Body confirmed the proceedings of 19th Governing Body meeting.

Agenda-II

Action taken report on the proceedings of the 19th Governing Body of KEA

Resolution

The Governing Body noted and approved the action taken by KEA on the proceedings of the 19th Governing Body.

Agenda-III

Details of Receipts & Expenditure of KEA from 01.07.2019 to 31.10.2019

Resolution

The Statement of receipts and payments for F.Y 2019 from 01.07.2019 to 31.10.2019 was placed before the Governing Body. The Governing Body noted it and approved the same.

Agenda-IV

Budget requirement for the year 2020-21

Sl.N o	Head of account	Amount required
I	2515-00-101-0-26-101 (Salaries)	2,86,23,036
II	2515-00-103-0-26-103 (General)	
a	Balance payment for 25 ongoing Evaluation Schemes	2,00,00,000
b	7 New schemes Tendered in 2019-20 and continued	3,95,00,000
c	28 New schemes for 2020-21	6,25,00,000
d	Office expenses (postage, phone, meeting, advertisement, stationery, Furniture & fixtures)	35,00,000
e	Publication /Training/In house Resource	25,00,000
f	Decision Support System(2020-21)	1,05,98,807
g	Sustainable Development Goals & Aspirational Districts	32,70,000
	a) Salary for 2 Consultants: 1980000	
	b) Meeting & chapter writer : 1290000	
	Total (II)	14,18,68,807
	Grand total (salaries & General) (I+II)	17,04,91,843.00

Resolution:

The Governing Body approved the Budget requirement for the year 2020-21 as above.

Agenda-V

Approval for new studies for evaluation

List of studies for 20th Governing Body approval

The new proposals for evaluation studies received from different Departments were placed before GB. The studies were approved with modifications in the titles of some as below.

Sl. No.	Department	Name of the Study
1	Department of Industries & Commerce & Karnataka Udyog Mitra No: KUM/DD/EODB /250/ 2019-20/SD, dated: 01-10-2019	Evaluation of Functioning and Effectiveness of industry related service modules of major Government Departments in promoting investor friendly business environment for industries (Ease of Doing Business) in Karnataka State (2018-19)
2	Rural Development and Panchayath Raj Department: ಸಂಖ್ಯೆ: ಆರ್.ಡಿ.ಸಿ-ಇಜಿಎಸ್/71/ 2019 (ಇ-14624), ದಿನಾಂಕ: 25-09-2019	Impact Evaluation of Sansad Adarsh Gram Yojane on local community in Karnataka State
3	Karnataka Comprehensive Nutrition Mission	Karnataka Multi Sectoral Nutrition Project in Raichur and Kalaburagi Districts - Household level Data Analysis and Policy recommendations
4	Forest Department	Organizational Evaluation of Karnataka Forest Department Changing objectives and role vis-à-vis Organizational outcomes
5	Forest Department No: A3/CCF/External /Eva/CR-03/2017-18, dated: 18-07-2018	Impact of Rehabilitation and Resettlement of villages from notified wildlife areas on Local Community in Karnataka State
6	ಮಿಷನ್ ನಿರ್ದೇಶಕರು ಮತ್ತು ತೋಟಗಾರಿಕೆ ನಿರ್ದೇಶಕರು ಕರ್ನಾಟಕ ರಾಜ್ಯ ತೋಟಗಾರಿಕೆ ಮಿಷನ್ ಏಜೆನ್ಸಿ, ಸಂಖ್ಯೆ: ಮಿನಿ/ಕರಾತೋಮಿಎ/ಕಾನಿ/ಸತೋಅ-2/07/2018-19/393, ದಿನಾಂಕ: 05-08-2019.	Impact analysis of NHM on Integrated development of Horticulture, Agricultural produce Processing and Socio-economic change in Karnataka State (2015-16 to 2018-19)
7	ಆಯುಕ್ತರು ಗ್ರಾಮೀಣಾಭಿವೃದ್ಧಿ, ಗ್ರಾಮೀಣಾಭಿವೃದ್ಧಿ ಮತ್ತು ಪಂಚಾಯತ್ ರಾಜ್ ಇಲಾಖೆ ಸಂಖ್ಯೆ: ಗ್ರಾಅಪ 263 ಉಖಾಯೋ 2017, ದಿನಾಂಕ: 23-08-2019.	Impact analysis of generation of mandays and individual asset creation under MGNREGA for SC/ST community specially women in Karnataka State (2013-14 to 2018-19)
8	ಕರ್ನಾಟಕ ಕೃಷಿ ವಾಣಿಜ್ಯ ಅಭಿವೃದ್ಧಿ ನಿಗಮ, ಸಂಖ್ಯೆ:ಕೆಎಬಿಡಿಎಸ್/ಕೃಬಹೂನಿ/2019-20/1, ದಿನಾಂಕ: 16-08-2019	Performance evaluation of Agro/Food Processing Units promoted under Agri Business Policy 2015.
9	Karnataka State Financial Corporation, No: KSFC /HO BD&CR/13/2019-20, date: 06/9/2019	An Organizational Evaluation of Karnataka State Financial Corporation in terms of its contribution to growth of Entrepreneurship, MSMEs and Employment in the State.
10	Irrigation Department	A Cost Benefit Analysis of Irrigation projects under Karnataka Neeravari Nigama Limited

11	e-Janaspandana Government of Karnataka	Evaluation of functioning of Grievance Management System, Hassan District, (Spandana) in Karnataka State (to be taken up as in-house study)
12	Planning Department, ADB Division	Impact Assessment of works undertaken under KLLADS and other Area Development Boards – Malnad Area Development Board, Byalu Seeme Development Board, Costal Development Authority and HKRDB in Karnataka State
Studies to be taken by Agriculture Dept. of the projects implemented by Agricultural Universities with technical support from KEA.		
These are all small budget studies of less than two crores.		
13	National Seed Project, UAS, Bengaluru, ಸಂಖ್ಯೆ: ಆರ್.ಕೆ.ವಿ.ವೈ/3rdparty Evalu/2019-20, ದಿನಾಂಕ: 18-10-2019	Evaluation of Pilot Sustainable model seed platform implemented during the period 2017 to 2020
14	College of Agriculture, Bengaluru	Evaluation of the scheme Recycling and Utilization of Biodegradable Urban and Municipal Waste in Agriculture implemented during the period 2012 to 2015 at four centers – Bengaluru, Madya, Chintamani and Hiriyur.
15	University of Agricultural Sciences, Bengaluru	Impact Assessment of Integrated Farming System Demonstrations implemented during the period 2011-12 to 2015-16 in 15 southern districts.in Karnataka
16	Department of Agriculture University of Agricultural Sciences, Bengaluru	Evaluation of Water Technology Center for Cauvery Command implemented during the period 2013-2019 by University of Agricultural Sciences, at Mandya.
17	Department of Agriculture, College of Sericulture, Chintamani, University of Agricultural Sciences, Bengaluru	Evaluation of the scheme of Productivity Enhancement in Sericulture through Community Cluster Approach.
18	Department of Agriculture Research Institute on Organic Farming, UAS, Bengaluru	Impact Assessment of Organic farming research undertaken in Research institute on promotion of organic farming in the State (2016-17).
19	Department of Agriculture University of Agricultural Sciences, Raichur ಸಂಖ್ಯೆ: ಆರ್.ಕೆ.ವಿ.ವೈ/3rdparty Evalu/2019-20, ದಿನಾಂಕ: 05-11-2019	Utilisation and Impact Assessment of Design and development of low-cost agricultural tools and equipment for small and marginal farmers
20		Climate Change and its effect on important agricultural crops of Kalyan Karnataka Region
21		Impact of Application of Nanotechnology in enhancing quality of agri. produce
22		Evaluation of Development, evaluation and demonstration of solar and other renewable
23		Assessment of Processing and value addition technology for millets for nutritional security in
24		Evaluation of the project e-Pest surveillance in selected crop ecosystems through e-SAP
25		Impact assessment of the project Establishment of pesticide residues analysis laboratory in Hyderabad Karnataka Region

26	University of Agricultural Sciences, Dharwad ಸಂಖ್ಯೆ: ಆರ್.ಕೆ.ವಿ.ವೈ/3rdparty Evalu/2019-20, ದಿನಾಂಕ: 05-11-2019	Impact of High throughput functional characterization of insecticidal/ Nematicidal molecules to control Insects and Nematodes.
27		Impact Evaluation of Precision farming techniques for selected field crops.
28		Impact of Centre for Nano Science and Technology on enhancing the quality of
29		Evaluation of the project Establishment of Research Institute on Organic
30		Evaluation of the project -Research Institute on Organic Farming
31		Evaluation of the project -Establishment of Institute for Agril. Research on climate change at UAS
32		Evaluation of the project Enhancing Water Productivity in Command Areas of Karnataka under RKVY.
33		Evaluation of the project Establishment of Farm machinery Testing Centre under RKVY
34		Impact Evaluation of Production, value addition marketing and popularization of organic jaggery through established jaggery park
35		Impact Analysis Establishment of Crop Biodiversity Centre for important Agricultural Crops
36		Evaluation of Interventions through nano science and technology in crop improvement and crop husbandry practices
37		Impact Analysis of the project Breeding for biotic stress and drought tolerance in major field crops for increasing productivity under changing climate conditions through molecular assisted selection
38		Evaluation of Genomics approaches for drought stress and disease management in crop plants
39		Impact Evaluation of Agro-forestry based value chain systems in rural areas of Uttar Kannada district
40		Evaluation of Introgression breeding for foliar disease resistance using cultivated and wild species in groundnut and disease/drought tolerance in major field crops through marker assisted selection.
41		Evaluation of the project Increasing productivity in Groundnut, Sorghum, Pigeon pea, Rice through molecular breeding
42		Impact Assessment of Development of an innovative biotic tool in the management of parasitic weeds
43		Impact Exploration of Halophytes and salt resistance genes for Bio-amelioration of salt affected soils
44		Impact of Molecular breeding and genetic enhancement on breaking yield barriers in Pulses

The following study was suggested to be taken up.

- Evaluation of Water Resource Management - Emerging participatory models of Demand, Supply and Deficit monitoring - in Karnataka State
- **Resolution:**

The Governing Body approved the new studies as above.

Agenda-VI

Action Taken Reports received from Line Departments

As per approval of the 19th Governing Body held on 03-08-2019, a Committee has been constituted under the Chairpersonship of Principal Secretary to Government, to review Action Taken Reports on Evaluation Studies vide G.O.No. PD 66 PSD 2019, dated:06-09-2019.

First meeting of the committee was held on 13-09-2019 and the action taken by the Departments was reviewed. The departments who have not submitted the ATRs have been instructed to submit report on the action taken on recommendations of the Evaluation studies.

Resolution:

The Governing Body noted the same and KEA was directed to write to the departments who have not submitted the ATRs to submit report on the action taken on recommendations of the Evaluation studies.

Agenda-VII

Approval for selection of Director, Associate Directors and Research Fellows on contract basis to KEA

Dr.Manjunath, Asst.Professor, ISEC has joined KEA on deputation basis as Director(Evaluation).

As discussed in the 18th Governing Body meeting of KEA held on 16-05-2019, it was decided to fill up the posts of Director, Associate Directors and Research Fellows for KEA on contract basis to enable KEA to perform its functions effectively.

The interviews for the posts were held on 22nd and 23rd October 2019 and 8 Research Fellows, 4 Associate Directors and 1 Director are selected.

Resolution:

The governing Body noted and approved the selection to the posts in KEA and directed to issue appointment orders to the selected candidates. Draft terms and conditions for appointment to be submitted to Chief Secretary to Government for approval.

Agenda-VIII

Request for Proposal tender notification issued for 2 Schemes under QCBS method of KTPP Act

Karnataka Evaluation Authority has prepared Terms of References for the following 2 schemes and got approval for the same from 45th Technical Committee Meeting of KEA held on 10-10-2019. Now KEA has issued Request for Proposal tender notification bearing no. KEA 77 RFP (PROC) 2019, dated: 12-11-2019 under QCBS method of KTPP Act through e-Procurement Portal to select Consultant Organizations to evaluate the Scheme/Programme.

Sl. No.	Name of the Scheme/Programme	Name of the Department
1	Evaluation of Functioning and Effectiveness of industry related service modules of major Government Departments in promoting investor friendly business environment for industries in Karnataka State (2018-19)	Department of Industries & Commerce & Karnataka Udyog Mitra
2	Impact Evaluation of Pashu Bhagya Scheme (2015-16 to 2018-19) on livelihood security of marginal and small farmers, agricultural labourers, Widows, Devadasis and Distressed Women	Department of Animal Husbandry and Veterinary Services

Resolution:

Governing Body approved the proposal of calling for Request for Proposal (RFP) for 2 Schemes under QCBS method of KTPP Act.

Agenda-IX

Amendment sought to the Request for Proposal tender document to process of evaluating proposals for selection of Consultant Organizations for conducting evaluation studies

Karnataka Evaluation Authority has been issuing tender notification as per provisions of KTPP Act-1999 to select qualified Consultant Organizations to take up evaluation studies. In this regard the prescribed formats are uploaded to the e-Procurement Portal to capture the required filled formats along with the supporting documents online.

Over the time, KEA is taking up a greater number of different kinds of studies and monitoring the progress of the studies has become essential. Further to enhance the quality of the reports and tracking the process, interim reports are to be sought. In this context, changes in RFP & Contract Agreement need to be incorporated. Hence amendment is sought for Request for Proposal tender document.

Resolution

Sl. no.	Existing clause	Proposed and Resolution
1	<p>Document reference RFP, Data sheet,</p> <p>Clause 3.3 (vi) Reports which are part of the assignment must be written in following languages: English and Kannada</p>	<p><u>Proposed:</u> Document reference RFP, Data sheet Reports shown hereunder which are part of the assignment must be written in following languages: a. Inception Report (English) b. Draft Evaluation Report (English) c. Final Evaluation Report (English and Kannada) Approval is sought for modification of the clause as above.</p> <p><u>Resolution:</u> The Governing Body directed KEA not to include this clause</p>
2	-	<p><u>Proposed:</u> Document reference RFP</p> <p><u>New clause:</u> The person- Translation expert will be with minimum Graduation level. The member will not be considered for score. Approval is sought for new clause as above.</p> <p><u>Resolution:</u> The Governing Body directed KEA not to include this clause.</p>

3	-	<p><u>Proposed:</u> Document reference RFP</p> <p><u>New clause:</u></p> <ol style="list-style-type: none"> 1. The Part-II A (100 marks) of RFP tender document will be modified with the following weightages: <ol style="list-style-type: none"> i. Organization- 25% ii. CV of Study team- 75% 2. Number of members in a team may vary depending on nature and size of the study. The score assigned shall be calculated as indicated in the study Terms of Reference and RFP tender document. 3. For Principal Investigator Max. weightage is 40% and 60% for other core team members. Out of total marks (Max. 100) for CV of study team. 4. Consequent to 1 above, RFP document at Part II B under specific Criteria at Sl No (iv) to be modified as "Evaluation Approach". <p>Approval is sought for new clause as above.</p> <p><u>Resolution:</u></p> <p>The Governing Body approved to include the new clause as proposed.</p>
4	-	<p><u>Proposed:</u> Document reference :: RFP</p> <p><u>New clause:</u></p> <p>Concept note to be attached to RFP tender document along with approved Terms of Reference for Bidder reference.</p> <p>Approval is sought for new clause as above.</p> <p><u>Resolution:</u></p> <p>The Governing Body approved to include the new clause as proposed.</p>

5	-	<p><u>Proposed:</u> Document reference RFP</p> <p><u>New clause:</u></p> <ol style="list-style-type: none"> 1. Successful bidder should submit copy of the Contract Agreement of evaluation team members while signing the MoU with Client (KEA). 2. Successful bidder should be submit copy of the Contract Agreement with Principal Investigator while signing of MoU with Client (KEA). <p>Approval is sought for new clause as above.</p> <p><u>Resolution:</u></p> <p>The Governing Body approved to include the new clause as proposed.</p>																																	
6	<p>Document reference RFP, Section 4: Financial Proposal, 4B. Summary of Costs</p> <table> <tr> <th>Sl. No.</th><th>Description</th><th>Amount (Rs.)</th></tr> <tr> <td>1</td><td>Remuneration to the professional team</td><td></td></tr> <tr> <td>2</td><td>Cost of secretarial and support services</td><td></td></tr> <tr> <td>3</td><td>Cost of logistics including infrastructure, hiring of hardware & other survey instruments etc required</td><td></td></tr> <tr> <td>4</td><td>Cost of trainings/workshops/meetings etc.</td><td></td></tr> </table>	Sl. No.	Description	Amount (Rs.)	1	Remuneration to the professional team		2	Cost of secretarial and support services		3	Cost of logistics including infrastructure, hiring of hardware & other survey instruments etc required		4	Cost of trainings/workshops/meetings etc.		<p><u>Proposed:</u> Document reference RFP, Section 4: Financial Proposal, 4B. Summary of Costs</p> <table> <tr> <th>Sl. No.</th><th>Description</th><th>Amount (Rs.)</th></tr> <tr> <td>1</td><td>Remuneration to the professional team</td><td></td></tr> <tr> <td>2</td><td>Cost of secretarial services</td><td></td></tr> <tr> <td>3</td><td>Cost of primary and secondary data collection (including training of field investigators) and scrutiny of the data collected and digitized</td><td></td></tr> <tr> <td>4</td><td>Administrative cost (Maximum 10% of project cost)</td><td></td></tr> <tr> <td>5</td><td>Miscellaneous expenditure (Printing, stationary, postage and other cost)</td><td></td></tr> </table>	Sl. No.	Description	Amount (Rs.)	1	Remuneration to the professional team		2	Cost of secretarial services		3	Cost of primary and secondary data collection (including training of field investigators) and scrutiny of the data collected and digitized		4	Administrative cost (Maximum 10% of project cost)		5	Miscellaneous expenditure (Printing, stationary, postage and other cost)	
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2	Preliminary meeting after selection of ECO	Meeting with CO and Department to design roadmap for the study	Date
3	Inception Report	Presentation before committee of KEA by Principal Investigator a) Submission of IR within = 20days b) Presentation before KEA within = 6 days c) Final IR with corrections within = 4 days	1 month after signing MoU
4	Review meetings	To review the progress - PPT by Principal Investigator	Date
5	Interim Report	Immediately after 50% of the work time period completed (including fieldwork) with templates for study report by Principal Investigator	2 months after approval of IR
6	Draft Evaluation Report (DER)	Submission of DER	5 months after submission of IR or as stipulated in ToR
7		Obtaining comments/suggestions of Independent Assessor and KEA	15 days/Date
8		Presentation of DER before TC (PI & team) for approval.	
9	Final Report (Kannada and English)	After incorporating suggestions of Technical Committee and KEA & Independent Assessor	15days
10	Sample print copy	Sample print copy for approval	Within 15days after approval of final report
11	Report copies	Report copies as per MoU in English & Kannada	Within 15 days after approval of sample copy

Approval is sought for new clause (Deliverables and Timeline) as above.

Resolution:

Sl. No.	Item	Process	Timeline
1	Pre-bid meeting	Clarifications to doubts raised by Consultant Organizations (COs) in the meeting	7 days from the date of tender notification
2	Preliminary meeting after selection of ECO	Meeting with CO and Department to design roadmap for the study	7 days after selection of ECO
3	Line Department	For providing required data	15 days from date of preliminary meeting
4	Inception Report	Presentation before committee of KEA by Principal Investigator a) Submission of IR within = 20days b) Presentation before KEA within = 6 days c) Final IR with corrections within = 4 days	1 month after signing MoU
5	Review meetings	To review the progress – PPT by Principal Investigator	First Monday of every month
6	Interim Report	Immediately after 50% of the work time period completed (including fieldwork) with templates for study report by Principal Investigator	2 months after approval of IR
7	Draft Evaluation Report (DER)	Submission of DER (Kannada and English)	5 months after submission of IR or as stipulated in ToR 15 days/Date
8		Obtaining comments/suggestions of Independent Assessor and KEA	15days
9		Presentation of DER before TC (PI & team) for approval.	
10	Final Report (Kannada and English)	After incorporating suggestions of Technical Committee and KEA &Independent Assessor	15days
11	Sample print copy	Sample print copy for approval	Within 15days after approval of final report
12	Report copies	Report copies as per MoU in English & Kannada	Within 15 days after approval

		<p>The Governing Body Approved the new clause (Deliverables and Timeline) as above and also directed KEA to enter into an MoU with the concerned line department to submit the necessary information within the time frame and KEA has the right to cancel the study if the department fails to do so with the condition that the amount already incurred for the study will be recovered from the concerned Department/Nodal officer of the study.</p>
8	<p>Document reference RFP, Introduction, Clause 1.8 (d) Will have the right to require that, Client to inspect consultant's accounts and records relating to the performance of the contract and to have them audited by auditors appointed by Client.</p>	<p>Proposed: Document reference RFP tender document Approval sought for deletion of this clause from existing RFP tender document.</p> <p>Resolution: The Governing Body approved the same.</p>
9	<p>Document reference RFP, Other Information, (i) In case the Principal Investigator or any member discontinues his / her services with the Consultant, it shall be responsibility of the Consultant to deploy an equivalent or better replacement with prior approval of the Client. Failure to deploy suitable personnel within 30 days may lead to</p>	<p>Proposed: Document reference RFP, Other Information, (i) In case the Principal Investigator or any member discontinues his / her services with the Consultant, it shall be responsibility of the Consultant to deploy an equivalent or better replacement with prior approval of the Client. Failure to deploy suitable personnel within 30 days may lead to cancellation of Contract and / or forfeiture of Bank Guarantee.</p>

	<p>cancellation of Contract and / or forfeiture of Bank Guarantee. The Client reserves the right to initiate other penal measures against the Consultant based on the quantum of damage caused due to failure to timely deploy the personnel.</p> <p>(ii) On the Client observing that any Consultant has actually indulged in any such practice(s) mentioned Clause 1.8 (a) above ('corrupt' or 'fraudulent' practices), the Consultant will be disqualified from tender evaluation process. In case of selected Consultant, the Contract Agreement will be terminated with forfeiture of Bank Guarantee.</p> <p>Approval is sought for modification of clauses as above.</p> <p><u>Resolution:</u></p> <p>The Governing Body approved the modified clauses as above.</p>	<p>(ii) On the Client observing that any Consultant has actually indulged in any such practice(s) mentioned Clause 1.8 (a) above ('corrupt' or 'fraudulent' practices), the Consultant will be disqualified from tender evaluation process. In case of selected Consultant, the Contract Agreement will be terminated with forfeiture of Bank Guarantee.</p> <p>Approval is sought for modification of clauses as above.</p>
10	<p><u>Document reference</u></p> <p>RFP, Other Information, clause (viii)</p> <p>Client reserves the right to audit the accounts of the Consultant, related to the assignment, by an Auditor engaged by</p>	<p><u>Proposed:</u></p> <p><u>Document reference</u></p> <p>RFP, Other Information, clause (viii)</p> <p>Approval sought for deletion of this clause from existing RFP tender document (Ref: clause 1.8 (d) of RFP tender document).</p>

	<p>them. The Consultant shall rectify the errors and deficiencies, observed during the Audit, at their own cost.</p>	<p><u>Resolution:</u> The Governing Body approved the deletion of clauses as proposed.</p>
11	-	<p><u>Proposed:</u> Document reference Contract Agreement</p> <p><u>New clause:</u> The total aggregate liability of Consultant, whether in contract, tort (including negligence) or otherwise, under or in connection with this agreement, shall in no circumstances exceed a sum equal to the fees paid or payable by the Client under this agreement.</p> <p>Approval is sought for new clause as above.</p>
12	<p>Document reference Contract Agreement Clause 12: Miscellaneous Point d: If any dues remain irrecoverable after exhausting all the avenues available under this agreement, the same shall be recovered as arrears of land revenue as in the Karnataka Land Revenue Act, 1964 and rules there under, from the Consultant or the individual heading the Organization, at the time the money becomes due.</p>	<p><u>Resolution:</u> The Governing Body approved to include the new clause as above.</p> <p><u>Proposed:</u> Document reference Contract Agreement</p> <p>Approval sought for deletion of this clause from existing Contract Agreement due to provision of Bank Guarantee vide clause 6a in MoU.</p> <p><u>Resolution:</u> The Governing Body approved to delete this clause from existing Contract Agreement.</p>

13	<p>Document reference Contract Agreement Performance Warranties, Clause 7: (f)</p> <p>That the Consultant will maintain total confidentiality of the data, facts, findings and recommendations of the study. It shall not disclose any confidential information acquired in the course of the study to anyone without the prior written consent of KEA.</p>	<p><u>Proposed:</u> Document reference Contract Agreement</p> <p>Request for adding: "The confidentiality obligations shall survive till the Final Evaluation Report of the study is placed in the public domain.</p> <p>Approval is sought for addition for existing clause as above.</p> <p><u>Resolution:</u> The Governing Body approved for addition for existing clause as below "The confidentiality obligations shall survive till the Final Evaluation Report of the study is placed in the public domain and use of material developed shall be used with acknowledgement of KEA.</p>
14	<p>Document reference Contract Agreement Amendment(s) or termination of this agreement, Clause 10: (c)</p> <p>Directions given by the KEA or shall have the same effect as a clause of this agreement which the concerned party to the agreement will have to abide with within the time period prescribed, though a formal written supplementary agreement on such directions is not available.</p>	<p><u>Proposed:</u> Approval sought for deletion of this clause from existing Contract Agreement.</p> <p><u>Resolution:</u> The Governing Body directed to retain this clause.</p>

	<p>furnishing the Bank Guarantee, on approval of the draft report by KEA (as prescribed time frame in clauses 4b&c. above).</p> <p>c. The third and final installment of Consultancy fee amounting to 20% of the total fee will be payable to the Consultant after the receipt of the hard and soft copies of the final report in such format and number as prescribed in this agreement, both in Kannada and English versions along with all original documents containing primary and secondary data, processed data outputs, study report and soft copies of all literature used to the final report (as prescribed in clauses 4d&e. above and clause 7 I h. below).</p> <p>Approval is sought for modification of clauses as above.</p> <p>Resolution: The Governing Body approved the modification as proposed.</p>	<p>furnishing the Bank Guarantee, on approval of the draft report by KEA (as prescribed time frame in clauses 4b&c. above).</p> <p>d. The Fourth and final instalment of Consultancy fee amounting to 10% of the total fee will be payable to the Consultant after the receipt of the hard and soft copies of the final report in such format and number as prescribed in this agreement, both in Kannada and English versions along with all original documents containing primary and secondary data, processed data outputs, study report and soft copies of all literature used to the final report (as prescribed in clauses 4d&e. above and clause 7 I h. below).</p> <p>Approval is sought for modification of clauses as above.</p> <p>Resolution: The Governing Body approved the modification as proposed.</p>
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Additional Agenda I

Domain name change of Karnataka Evaluation Authority website

Karnataka Evaluation Authority was formulated in the year 2011. Under this the activities of KEA were designed as “The KEA shall be primarily responsible to supervise, facilitate, build capacity and handhold the departments for effective Planning, Monitoring and fine tuning the policies, programmes and schemes for the result oriented and outcome based implementation.” Data is the basic requirement for any monitoring.

Karnataka Evaluation Authority is referred to as KEA. The domain name of KEA is kea.karnataka.gov.in. When Googled the keyword KEA, the website displayed is Karnataka Examination Authority (<https://cetonline.karnataka.gov.in/kea/>). Karnataka Examination Authority and Karnataka Evaluation Authority has same abbreviations ‘KEA’. In order to give a better view about the activities of KEA it is proposed to change the domain name of Karnataka Evaluation Authority in the website

It was discussed that NITI Aayog has a wing titled – Development Monitoring and Evaluation Office (DMEO) which looks after the organization’s monitoring and evaluation Function. It is designated as “Office” because it is part of NITI Aayog. As KEA is an independent Authority, it was decided that the domain name to be changed as Karnataka Monitoring and Evaluation Authority (KMEA) and the domain name will be kmea.karnataka.gov.in.

Resolution

The Governing Body approved to change KEA domain as kmea.karnataka.gov.in from kea.karnataka.gov.in in the website.

Additional Agenda II

Proposed:

Document reference

RFP

New clause:

Conflict of Interest

Employer requires that Consultants provide professional, objective, and impartial advice and at all times hold the Employer's interests paramount, strictly avoid conflicts with other Assignment/jobs or their own corporate interests and act without any consideration for future work.

Without limitation on the generality of the foregoing, Consultants, and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:

Conflicting activities: During the term of this contract and after its termination, the consultant shall be disqualified from providing goods, works or services (other than consulting services) resulting from or directly related to the Consultant's services for the preparation or implementation of the project.

Conflicting Assignment/job; The Consultant (including its personnel) shall not engage, and shall cause their Personnel not to engage, either directly or indirectly, in any business or professional activities that would conflict with the activities assigned to them under this contract.

Conflicting relationships A Consultant (including its Personnel) that has a business or family relationship with a member of the Employer's staff who is directly or indirectly involved in any part of (i) the preparation of the Terms of Reference of the Assignment/job, (ii) the selection process for such Assignment/job, or (iii) supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Employer throughout the selection process and the execution of the Contract.

Consultants have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their Employer, or that may reasonably be perceived as having this effect. Any such disclosure shall be made as per the Standard forms of technical proposal

provided herewith. If the consultant fails to disclose said situations and if the Employer comes to know about any such situation at any time, it may lead to the disqualification of the Consultant during bidding process or the termination of its Contract during execution of assignment.

No agency or current employees of the Employer shall work as Consultants under their own ministries, departments or agencies.

Resolution

The Governing Body approved the inclusion of the above proposal.

It was informed to the Governing Body that NITI Aayog has appreciated the functioning of Karnataka Evaluation Authority and is intended to associate with KEA in future. The members expressed to place it on record and to seek the guidance to adopt output outcome framework in evaluation studies and extend the cooperation to NITI Aayog in all its endeavours in future.

The meeting ended with KEA thanking the President and members of the Governing Body.



(Dr. Shalini Rajneesh)

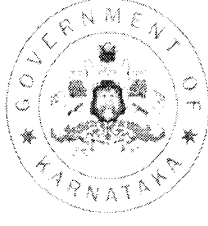
President of Governing Body of
KEA

and the Principal Secretary to
Govt.

Planning, Programme Monitoring
and Statistics Department

Present:

1. Smt. Shalini Rajneesh, IAS, Principal Secretary to Government of Karnataka, Planning Programme Monitoring and Statistics Department and President of the Governing Body of Karnataka Evaluation Authority.
2. The Chief Evaluation Officer, Karnataka Evaluation Authority, Planning, Programme Monitoring & Statistics Department, MS Building, Bengaluru, Member Secretary, Governing Body of KEA
3. The Additional Chief Evaluation Officer, Karnataka Evaluation Authority.
4. The Deputy Secretary to Government, finance Department (Expenditure)
5. The Director, Women and Child Development Department.
6. The Deputy Director (Co-ordination), Social Welfare Department.
7. The Assistant Director, Social Welfare Department.
8. The Project Officer, Social Welfare Department.
9. The Senior Assistant Director to Government, Women and Child Development Department, MS Building, Bengaluru.
10. Representative of the Principal Secretary to Government, Rural Development and Panchayat Raj Department.
11. Professor. Abdul Aziz , National Law School of India University, Bangalore, Expert, Governing Body of Karnataka Evaluation Authority.
12. The Director (Evaluation), Karnataka Evaluation Authority
13. The Administrative Officer, Karnataka Evaluation Authority
14. The Associate Director, Karnataka Evaluation Authority



**GOVERNMENT OF KARNATAKA
KARNATAKA EVALUATION AUTHORITY**



ಕರ್ನಾಟಕ ಮೌಲ್ಯಮಾಪನ ಪ್ರಾಧಿಕಾರ
Karnataka Evaluation Authority

**REQUEST FOR PROPOSAL (RFP)
NO. KEA RFP (PROC) 2020
DATED: 00-00-2020**

**SELECTION OF EVALUATION CONSULTANT ORGANIZATION FOR
EVALUATION OF**

***Functioning of Anna Bhagya scheme and its impact on food security and achieving
SDG Goal -2 of zero hunger in Karnataka State (2013-14 to 2018-19), Food, Civil
Supplies & Consumer Affairs Department, Government of Karnataka***

**Karnataka Evaluation Authority (KEA),
542, 2nd Gate, 5th Floor,
M.S. Building,
Bangalore-560 001
Phone 080-2203 2561
E-mail: keagok@karnataka.gov.in**

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SECTION 1. LETTER OF INVITATION

Bengaluru, 00-00-2020

Dear Consultant,

1. Karnataka Evaluation Authority (KEA), a registered non-profit society functioning under the Planning, Programme Monitoring and Statistics Department, Government of Karnataka (herein after may also be referred to as “Client”) invites Proposals for providing consultancy services for evaluating the ***“Evaluation of functioning of Anna Bhagya scheme and its impact on food security and achieving SDG Goal -2 of zero hunger in Karnataka State (2013-14 to 2018-19)”***. More details on the Services are provided in the attached Terms of Reference.
2. The Request for Proposal (RFP) applies to all the eligible Evaluation Consultant Organization (ECO) (herein after referred to as “Consultant”) capable of performing thematic and evaluation studies of Government schemes. Non-empanelled Consultants should submit their request [Form 3A(1)] and relevant documents [Annexure-2], along with the documents to be submitted for this RFP, to become empanelled with Karnataka Evaluation Authority.
3. The Consultant will be selected under Quality-and Cost-Based Selection (QCBS) and procedures described in this RFP.
4. The RFP includes the following documents:
 - Section 1 - Letter of Invitation
 - Section 2 - Information to Consultants
 - Section 3 - Technical Proposal
 - Section 4 - Financial Proposal
 - Section 5 - Terms of Reference
 - Section 6 - Contract
5. Tenders shall be submitted online in e-Procurement portal (<https://eproc.karnataka.gov.in>). The last date and time for submission of tenders as mentioned in e-Procurement portal. Any changes / modifications to the RFP will be made available in the e-Procurement portal by way of addendum / corrigendum.
6. For any further information, please contact:
 - Administrative Officer
 - Karnataka Evaluation Authority
 - Gate No.3, M S Building
 - Bengaluru – 560001
 - Ph: 080-2203 2029, 2563
 - E-mail: keagok@karnataka.gov.in

Yours sincerely
Sd/-

Tender Inviting Authority,
Karnataka Evaluation Authority

SECTION 2. INFORMATION TO CONSULTANTS

1. INTRODUCTION

- 1.1 The Client named in the “Data Sheet” will select a firm in accordance with the method of selection indicated in the Data Sheet.
- 1.2 The consultants are invited to submit a Technical Proposal and a Financial Proposal, as specified in the Data Sheet (the Proposal) for consulting services required for the Assignment named in the Data Sheet. The Proposal will be the basis for contract negotiations and ultimately for a signed contract with the selected Consultant.
- 1.3 The Assignment shall be implemented in accordance with the phasing indicated in the Data Sheet. When the Assignment includes several phases, the performance of the consultant under each phase must be to the client’s satisfaction before work begins on the next phase.
- 1.4 The Consultants must familiarize themselves with local conditions and take them into account in preparing their Proposals. To obtain first-hand information on the Assignment and on the local conditions, consultants are encouraged to pay a visit to the Client before submitting a Proposal, and to attend a pre-proposal conference if one is specified in the Data Sheet. Attending the pre-proposal conference is optional. The Consultant’s representative should contact the officials named in the Data Sheet to arrange for their visit or to obtain additional information on the pre-proposal conference. Consultants should ensure that these officials are advised of the visit in adequate time to allow them to make appropriate arrangements.
- 1.5 The Client will provide the inputs specified in the Data Sheet, assist the firm in obtaining permissions needed to carry out the services, and make available relevant project data and reports.
- 1.6 Please note that (i) the costs of preparing the proposal and of negotiating the contract, including a visit to the Client, are not reimbursable as a direct cost of the Assignment; and (ii) the Client is not bound to accept any of the Proposals submitted.
- 1.7 **Conflict of Interest:** The Client expects consultants to provide professional, objective, and impartial advice and at all times hold the Client’s interests paramount, without any consideration for future work, and strictly avoid conflicts with other assignments or their own corporate interests. Consultants shall not be hired for any assignment that would be in conflict with their prior or current obligations to other clients, or that may place them in a position of not being able to carry out the assignment in the best interest of the Client.
 - 1.7.1 Without limitation on the generality of this rule, consultants shall not be hired under the circumstances set forth below:
 - (a) A firm which has been engaged by the Client to provide goods or works for a project, and any of their affiliates, shall be disqualified from providing consulting services for the same project. Conversely, firms hired to provide

consulting services for the preparation or implementation of a project, and any of their affiliates, shall be disqualified from subsequently providing goods or works or services related to the initial assignment (other than a continuation of the firm's earlier consulting services) for the same project.

- (b) Consultants or any of their affiliates shall not be hired for any assignment which, by its nature, may be in conflict with another assignment of the consultants.
- (c) Without limitation on the generality of the foregoing, Consultants, and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:
- (d) **Conflicting activities:** During the term of this contract and after its termination, the consultant shall be disqualified from providing goods, works or services (other than consulting services) resulting from or directly related to the Consultant's services for the preparation or implementation of the project.
- (e) **Conflicting Assignment/job;** The Consultant (including its personnel) shall not engage, and shall cause their Personnel not to engage, either directly or indirectly, in any business or professional activities that would conflict with the activities assigned to them under this contract.
- (f) **Conflicting relationships** A Consultant (including its Personnel) that has a business or family relationship with a member of the Employer's staff who is directly or indirectly involved in any part of (i) the preparation of the Terms of Reference of the Assignment/job, (ii) the selection process for such Assignment/job, or (iii) supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Employer throughout the selection process and the execution of the Contract.
- (g) Consultants have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their Employer, or that may reasonably be perceived as having this effect. Any such disclosure shall be made as per the Standard forms of technical proposal provided herewith. If the consultant fails to disclose said situations and if the Employer comes to know about any such situation at any time, it may lead to the disqualification of the Consultant during bidding process or the termination of its Contract during execution of assignment.
- (h) No agency or current or past employees of the Employer shall work as Consultants under their own ministries, departments or agencies.

1.7.2 As pointed out in para. 1.7.1 (a) above, consultants may be hired for downstream work, when continuity is essential, in which case this possibility shall be indicated in the Data Sheet and the factors used for the selection of the consultant should take the likelihood of continuation into account. It will be the exclusive decision of the Client whether or not to have the downstream assignment carried out, and if it is carried out, which consultant will be hired for the purpose.

1.8 It is Client's policy to require that consultants observe the highest standard of ethics during the execution of such contracts. In pursuance of this policy, the Client:

- (a) defines, for the purposes of this provision, the terms set forth below as follows:
 - (i) “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the selection process or in contract execution; and
 - (ii) “fraudulent practice” means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of Client, and includes collusive practices among consultants (prior to or after submission of proposals) designed to establish prices at artificial, noncompetitive levels and to deprive Client of the benefits of free and open competition.
 - (b) will reject a proposal for award if it determines that the Consultant recommended for award has engaged in corrupt or fraudulent activities in competing for the contract in question.
 - (c) will declare a Consultant ineligible, either indefinitely or for a stated period of time, to be awarded Client-financed contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Client -financed contract; and
- 1.9 Consultants shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by Client in accordance with the above sub para 1.8 (d).
- 1.10 Consultants shall be aware of the provisions on fraud and corruption stated in the standard contract under the clauses indicated in the Data Sheet.
- 1.11 The Consultant Organizations, who are participating in the tender (Request for Proposal) whose two or more evaluation studies for Karnataka Evaluation Authority are “Pending” as on last date and time of bid submission in e-Procurement Portal are not eligible to participate in the tender. “Pending” in the preceding sentence means cases where Draft Evaluation Report stage (submission and approval) has not been completed on account of reasons attributable to Consultant Organizations.
- 1.12 Successful bidder should submit copy of the Contract Agreement with Principal Investigator and other evaluation team members while signing the MoU with Client (KEA).
- 1.13 After the initiation of the study, the study activities shall be taken up as per the Deliverables and Timeline indicated below:

Sl. No.	Item	Process	Timeline
1	Pre-bid meeting	Clarifications to doubts raised by Consultant Organizations (COs) in the meeting	7 days from the date of tender notification
2	Preliminary meeting after selection of ECO	Meeting with CO and Department to design roadmap for the study	7 days after selection of ECO
3	Line Department	For providing required data	15 days from date of preliminary meeting
4	Timeline for Inception Report		
i	Briefing of the evaluation team, preliminary PPT presentation to KEA on study methodology proposed by team with data requirements	Details of the secondary data required for the study as perceived to be provided	Within one week of issue of work order
ii	Pilot study completion	Field investigation to prepare and fine tune Inception Report	7 days from preliminary meeting with KEA
iii	Submission of detail Pilot study report to KEA	Approval of KEA	4 days from submission of report
iv	Finalisation of study tools	Incorporating all changes	6 days
v	Submission of IR to KEA	Approval of KEA for presentation	2 days after submission
vi	Presentation of IR before KEA	As per time schedule in KEA	5 days
vii	Submission of revised Inception Report	Incorporating the suggestions of KEA	2 days from PPT presentation
viii	Presentation of revised PPT {if necessary}		Within 4 days of submission of revised IR
5	Review meetings	To review the progress of work– PPT by Principal Investigator supported by other team members	First Monday of every month
6	Interim Report	Immediately after 50% of the work time period completed (including fieldwork) with templates for study report by Principal Investigator	2 months after approval of IR
7	Draft Evaluation Report (DER)	Submission of DER (Kannada and English)	5 months after submission of IR

Sl. No.	Item	Process	Timeline
			or as stipulated in ToR 15 days/Date
8		Obtaining comments/suggestions of Independent Assessor and KEA	15days
9		Presentation of DER before TC (PI & team) for approval.	
10	Final Report (Kannada and English)	After incorporating suggestions of Technical Committee and KEA &Independent Assessor	15days
11	Sample print copy	Sample print copy for approval	Within 15days after approval of final report
12	Report copies	Report copies as per MoU in English & Kannada	Within 15 days after approval

2. CLARIFICATION AND AMENDMENT OF RFP DOCUMENTS

- 2.1 Consultants may request a clarification of any item of the RFP document up to the number of days indicated in the Data Sheet before the Proposal submission date. Any request for clarification must be sent in writing by paper mail, cable, telex, facsimile, or electronic mail to the Client's address indicated in the Data Sheet. The Client will respond by posting responses to these queries by way of addendum for the tender in e-Procurement portal. It is the responsibility of the consultants to view responses in e-Procurement portal.
- 2.2 At any time before the submission of Proposals, the Client may, for any reason, whether at its own initiative or in response to a clarification requested by an invited firm, modify the RFP documents by amendment. Any amendment shall be published in e-Procurement portal. It is the responsibility of the consultants to view such addenda in e-Procurement portal. The Client may at its discretion extend the deadline for the submission of Proposals.

3. PREPARATION OF PROPOSAL

- 3.1 Consultants are requested to submit a Proposal (para 1.2) written in the language(s) specified in the Data Sheet.

Technical Proposal

- 3.2 In preparing the Technical Proposal, consultants are expected to examine the documents comprising this RFP in detail. Material deficiencies in providing the information requested may result in rejection of a Proposal.

3.3 While preparing the Technical Proposal, consultants must give particular attention to the following:

- (i) If a consultant considers that it does not have all the expertise for the Assignment, it may obtain a full range of expertise by associating with individual consultant(s), as appropriate.
- (ii) For assignments on a staff-time basis, the estimated number of key professional staff-months is given in the Data Sheet. The proposal shall, however, be based on the number of key professional staff-months estimated by the Consultant.
- (iii) It is desirable that the majority of the key professional staff proposed be permanent employees of the Consultant or have an extended and stable working relation with it
- (iv) Proposed key professional staff must have the minimum experience indicated in the Data Sheet.
- (v) Alternative key professional staff shall not be proposed, and only one Curriculum Vitae (CV) may be submitted for each position.
- (vi) Reports to be issued by the consultants as part of this assignment must be in the language(s) specified in the Data Sheet. It is desirable that the firm's personnel have a working knowledge of the Client's official language.

3.4 The Technical Proposal should provide the following information using the Forms mentioned in Section 3:

- (i) A brief description of the consultant's organization and an outline of recent experience on assignments (Section 3B) of a similar nature. For each assignment, the outline should indicate, inter alia, the profiles and names of the staff provided, duration of the assignment, contract amount, and firm's involvement.
- (ii) Any comments or suggestions on the Terms of Reference and on the data, a list of services, and facilities to be provided by the Client (Section 3C).
- (iii) A description of the methodology and work plan for performing the assignment (Section 3D).
- (iv) The list of the proposed staff team by specialty, the tasks that would be assigned to each staff team member, and their timing (Section 3E).
- (v) CVs recently signed by the proposed key professional staff and the authorized representative submitting the proposal (Section 3F). Key information should include number of years working for the Consultant, and degree of responsibility held in various assignments during the last five (5) years.
- (vi) Estimates of the total staff effort (professional and support staff; staff time) to be provided to carry out the Assignment, supported by bar chart diagrams showing

the time proposed for each key professional staff team member. (Sections 3E and 3G).

- (vii) A detailed description of the proposed methodology, staffing, and monitoring of training, if the Data Sheet specifies training as a major component of the assignment.
- (viii) Any additional information requested in the Data Sheet.

3.5 The Technical Proposal shall not include any financial information.

Financial Proposal

- 3.6 In preparing the Financial Proposal, consultants are expected to take into account the requirements and conditions of the RFP documents. The Financial Proposal should follow the Forms mentioned in Section 4. It lists all costs associated with the Assignment, including (a) Remuneration to the professional team, (b) Cost of secretarial and support services, (c) Cost of trainings/workshops/ meetings etc., (d) Cost of primary and secondary data collection and scrutiny of the data collected and digitized, (e) Cost of stationery, (f) Printing and distribution costs and (g) Taxes applicable under different statutes administered by State and Central Government at the prevailing rates. These costs should be broken down by activity and should be made available, if needed by the Client.
- 3.7 Consultants shall express the price of their services in Indian Rupees.
- 3.8 The Data Sheet indicates how long the proposals must remain valid after the submission date. During this period, the consultant is expected to keep available the key professional staff proposed for the assignment. The Client will make its best effort to complete negotiations within this period. If the Client wishes to extend the validity period of the proposals, the consultants who do not agree have the right not to extend the validity of their proposals.

4. SUBMISSION, RECEIPT, AND OPENING OF PROPOSALS

- 4.1 The Proposal (Technical Proposal and Financial Proposal; see para 1.2) shall be prepared and submitted online in e-Procurement portal. The relevant Forms and the other information shall be signed by the authorized signatory and the scanned copy shall be uploaded in e-Procurement portal (preferably in pdf format).

Consultant shall pay the requisite tender processing fee as mentioned in e-Procurement portal and Earnest Money Deposit (EMD) of Rs. 40000 (Rupees Forty Thousand only) using any of the e-payment modes available in e-Procurement portal. Consultants are advised to pay the requisite fee and EMD well in advance to accommodate for payment reversals by banks. on-payment of Tender Processing Fee or EMD will be a valid ground to reject the proposal during tender opening event.

It is the responsibility of the participating Consultant to ensure that the Tender Processing Fee and EMD are received by e-Procurement project within the last date of receipt of tenders as mentioned in e-Procurement portal. The Consultant is advised to initiate the payments well in advance in order to have sufficient time for performing corrective measures in case of any failures due to reasons beyond the control of the Consultant.

The Client and e-Procurement Cell, Centre for e-Governance shall not be liable if Consultants are unable to submit their bid due to technical / operational problems at their end.

- 4.2 An authorized representative of the Consultant shall sign the Proposal. The representative's authorization is confirmed by a written power of attorney accompanying the Proposal.
- 4.3 The scanned copies of documents uploaded and submitted by the Consultant in e-Procurement portal shall only be considered.
- 4.4 Consultants shall NOT upload any document pertaining to financial bid in the technical bid section of the tender. If uploaded, their tender will not be considered for tender evaluation.
- 4.5 The Technical and Financial Proposal and other information must be submitted online in e-Procurement portal on or before the time and date stated in the Data Sheet. Consultants shall encrypt the financial bids prior to submission in e-Procurement portal. The e-Procurement portal does not allow for submission of tenders after the last date and time of receipt of tenders.
- 4.6 Tenders will be opened on the date and time as mentioned in e-Procurement portal. The Financial Proposal shall remain encrypted in e-Procurement portal till the technical proposals are evaluated.

5. PROPOSAL EVALUATION

General

- 5.1 From the time the proposals are opened to the time the contract is awarded, if any consultant wishes to contact the Client on any matter related to its proposal, it should do so in writing at the address indicated in the Data Sheet. Any effort by the firm to influence the Client in the Client's proposal evaluation, proposal comparison or contract award decisions may result in the rejection of the consultant's proposal. The proposals submitted will be initially examined with regard to team specification as in ToR and accordingly Consultants will be invited for technical evaluation.
- 5.2 Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation, including its approval by competent authority is obtained

Evaluation of Technical Proposals.

- 5.3 The evaluation committee appointed by the Client as a whole, and each of its members individually, evaluate the proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub-criteria and point system specified in the Data Sheet. Each responsive proposal will be given a technical score (St). A proposal shall be rejected at this stage if it fails to achieve the minimum technical score indicated in the Data Sheet. Consultants shall present their capacity, understanding of the study and proposed methodology to the evaluation committee. The technical presentation of the Consultant will be on one-on-one basis and exclusively arranged for the Consultant.

The Principal Investigator (of the Consultant) shall present the technical competence and other details of the technical proposal to the evaluation committee. If the Principal Investigator is unable to be present physically at the time of the technical proposal presentation, the Consultant will be disqualified from tender evaluation and will be rejected for the tender.

The evaluation committee constituted by KEA will scrutinize and evaluate the proposals submitted by Consultants. The Principal Investigator of the Consultant, along with other team members, should present their proposal, provide necessary clarifications and extend full cooperation during evaluation process.

Opening and Evaluation of Financial Proposals; Ranking

- 5.4 After the evaluation of technical proposal is completed, the Client will update the evaluation result in e-Procurement portal to facilitate viewing by the consultants. The Financial Proposals of those consultants, who did not meet the minimum qualifying mark or were considered non-responsive to the RFP and Terms of Reference, will be remain encrypted and unopened in the e-Procurement portal. The qualified bidders will be informed on the date and time of opening of Financial Proposals in e-Procurement portal. Single tender (either at technical evaluation stage or financial evaluation stage) will be rejected as a rule, though exceptions are possible.
- 5.5 The Financial Proposals shall be opened in e-Procurement portal on or after the date and time as specified. Consultants or their representatives may choose to be present in the office of the Client during opening of Financial Proposals. The e-Procurement records the date and time of opening of Financial Proposals. After opening of Financial Proposals, the Consultants can view their financial bids in e-Procurement portal.
- 5.6 KEA will determine whether the Financial Proposals are complete, correct any computational errors. Deficient, incorrect, abysmally low-priced or erroneous proposals will be summarily rejected.
- 5.7 The lowest Financial Proposal (Fm) will be given a financial score (Sf) of 100 points. The financial scores (Sf) of the other Financial Proposals will be computed as indicated in the Data Sheet. Proposals will be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; $T + P = 1$) indicated in the

Data Sheet: $S = S_t \times T\% \times S_f \times P\%$. The Consultant achieving the highest combined technical/ financial score shall be the successful bidder and may be invited for negotiations, if necessary.

6. NEGOTIATIONS

- 6.1 Negotiations will be held at the address indicated in the Data Sheet. The aim is to reach agreement on all points and sign a contract.
- 6.2 Negotiations will include a discussion of the Technical Proposal, the proposed methodology (work plan), staffing and any suggestions made by the Consultant to improve the Terms of Reference. The Client and Consultant will then work out, cost pattern of staffing, staff, periods in the field and in the home office, staff-months, the bar charts indicating activities for the completion of the works. The agreed work plan and final Terms of Reference will then be incorporated as part of the contract. Special attention will be paid to get the most the Consultant can offer within the available budget and to clearly defining the inputs required from the Client to ensure satisfactory implementation of the Assignment.
- 6.3 Unless there are exceptional reasons, the financial negotiations will not involve the remuneration rates for staff. The negotiated rates, as agreed by the Consultant, will be entered in the e-Procurement portal by the Consultant.
- 6.4 Having selected the Consultant on the basis of, among other things, an evaluation of proposed key professional staff, the Client expects to negotiate a contract on the basis of the experts named in the Proposal. Before contract negotiations, the Client will require assurances that the experts will be actually available. The Client will not consider substitutions during contract negotiations unless both parties agree that undue delay in the selection process makes such substitution unavoidable or that such changes are critical to meet the objectives of the assignment. If this is not the case and if it is established that key staff was offered in the proposal without confirming their availability, the Consultant may be disqualified.
- 6.5 If negotiations fail, the Client may invite the Consultant whose proposal received the second highest score to negotiate a contract or cancel the tender.

7. AWARD OF CONTRACT

- 7.1 The contract will be awarded with or without negotiations. Post award of contract, the Client will update the results of the evaluation in e-Procurement portal to facilitate viewing by Consultants. Any enhancement of sampling intensity, after signing of Contract Agreement, will not be a ground for upward revision of the amount payable to the selected Consultant. The form of the Contract Agreement shall generally be as prescribed in Section 6 of this RFP document. Clarifications on the Contract Agreement may be obtained in the pre-bid meeting.
- 7.2 The Consultant is expected to commence the Assignment on the date and at the location specified in the Data Sheet.

8. CONFIDENTIALITY

- 8.1 Information relating to evaluation of proposals and recommendations concerning awards shall not be disclosed to the consultants who submitted the proposals or to other persons not officially concerned with the process, until the winning Consultant has been notified that it has been awarded the contract.

DATA SHEET

Clause Reference

- 1.1 Name of Client: Karnataka Evaluation Authority
- Method of Selection: Quality and Cost-Based Selection (QCBS)
- 1.2 Technical and Financial Proposals are required: Yes
- 1.3 Assignment is phased: Yes (Inception Report, Draft Report, Final Report and Printing of Report)
- 1.4 Pre-proposal conference will be held: Yes (details are mentioned in e-Procurement portal)
- Name, Address and Telephone Number of Client Official: (mentioned in Section-1)
- 1.5 Inputs by the Client: (mentioned as part of Terms of Reference- Section-5)
- 1.7.2 The Client envisages the need for continuity for downstream work: No
- 1.11 The clauses on fraud and corruption in the contract are Sub-Clause 2.7.1 of General Conditions of Contract (GCC)
- 2.1 Submission of requests towards clarifications on RFP: (details are mentioned in e-Procurement portal).
- Address for requesting clarifications:
- The Administrative Officer
Karnataka Evaluation Authority
7th Floor, Gate No. 3, M.S. Building
Ph: 22032029/2563
M S Building, Bengaluru – 560001
- 3.1 Proposal should be submitted in the following language: English
- 3.3 (i) Shortlisted consultant may associate with other shortlisted consultant: No
- (iii) Estimated number of key professional staff months required for the assignment: 18 man-months
- (iv) The minimum required experience of proposed key professional staff: (mentioned in technical proposal format)
- (v) Reports which are part of the assignment must be written in following languages: English and Kannada
- (vii) Training is an important feature of this Assignment: No

- 3.10 Proposals must remain valid 90 days from the last date of receipt of tenders (as mentioned in e-Procurement portal)
- 4.3 Consultants must submit their tenders in e-Procurement portal only. Consultants should NOT submit physical proposals in any of the offices of the Client.
- 4.5 Proposals must be submitted no later than the last date and time as mentioned in e-Procurement portal.
- 5.3 The number of points to be given under each of the evaluation criteria are as follows.

Part-I (Empanelment documents) – Detailed Criteria provided in **Annexure-2**

Part-II (A) (Technical competence of Key Professional Staff): 100 marks, weightage will be given as below:

- i. Organization- 25%
- ii. CV of Study team- 75%

Part-II (B) (Technical competence on conducting evaluation studies): 100 marks

The detailed sub-criteria within Part-II(A) and Part-II (B) are as follows.

Part-II (A) (100 marks)

Sl. No.	Criteria	Principal Investigator (marks)	First Member (marks)	Second Member (marks)	Third Member (marks)
1	Educational Qualification (Highest qualification)	5	5	5	5
2	Experience	5	5	5	5
3	Evaluation of Studies conducted with	30	10	10	10
	TOTAL	40	20	20	20

Number of members in a team may vary depending on nature and size of the study. The score assigned shall be calculated as indicated in the study Terms of Reference.

For Principal Investigator Max. weightage is 40% and 60% for other core team members. Out of total marks (Max. 100) for CV of study team.

Consultant shall upload scanned copy of document, duly certified by Principal Investigator and authorized representative of the Consultant, containing the details as mentioned above. The supporting documents (educational qualification, publications etc.) shall be made available by the Consultant to the evaluation committee during technical demonstration presentation.

The break-up on awarding of points for the above-mentioned criteria has been provided in **Annexure-1**

Part-II (B) (100 marks)

Generic Criteria

- (i) Understanding about the purpose, scope and dimensions of evaluation study **(20marks)**
- (ii) Conceptual clarity about the program, its context objectives and stakeholders involved **(20 marks)**

Specific Criteria

- (iii) Review of past literature and previous evaluation studies related to this study **(10 marks)**
- (iv) Evaluation Approach **(20 marks)**
- (v) Evaluation methodology proposed for the study **(25 marks)**
- (vi) Familiarity with local language and communication skills **(5 marks)**

The minimum technical score required to qualify is 60% combined in Part-II (A) and Part-II (B).

Consultants shall upload in e-Procurement portal the document mentioning detailed information as per Part-II (B) (not exceeding 10 pages including the outline view of presentation) duly certified by the Principal Investigator.

- 5.8 The formula for determining the financial scores is the following:
[$S_f = 100 \times F_m/F$, in which S_f is the financial score, F_m is the lowest price, and F the price of the proposal under consideration]

The weights given to the technical and Financial Proposals are:

T= 0.8, and

P= 0.2

- 6.1 The address for negotiation is:

Chief Evaluation Officer
Karnataka Evaluation Authority
Room No. 542, 5th Floor
Gate No. 2, M S Building
Bengaluru – 560001

- 7.2 The Assignment is expected to commence in the month of March 2020.

Other Information:

- (i) In case the Principal Investigator or any member discontinues his / her services with the Consultant, it shall be responsibility of the Consultant to deploy an equivalent or better replacement with prior approval of the Client. Failure to deploy suitable personnel within 30 days may lead to cancellation of Contract and / or forfeiture of Bank Guarantee.

- (ii) On the Client observing that any Consultant has actually indulged in any such practice(s) mentioned Clause 1.8 (a) above ('corrupt' or 'fraudulent' practices), the Consultant will be disqualified from tender evaluation process. In case of selected Consultant, the Contract Agreement will be terminated with forfeiture of Bank Guarantee.
- (iii) The Consultant selected to perform the evaluation should observe highest standard of ethics during the execution of the assignment, consistent with the standards established by the United Nations Evaluation Group/ American Evaluation Authority. The evaluation should be as per ToR (Section-5).
- (iv) The selected Consultant Organization may collect the primary data either manual or through open source software.
- (v) The Consultant shall submit soft copy of raw field data to the Client and the Line Department immediately after completion of field work.
- (vi) Client will make available all the secondary data collected from the concerned line Department during preparation of ToR, which is related to the assignment, to the selected Consultant at the time of execution of Contract. The Client will extend its support for any additional data required to be provided to the Consultant Organization from the Line Department.
- (vii) Client reserves the right to verify the data collection and data compilation work to establish that data is collected in the way and manner as prescribed in the ToR and recorded fully in letter and spirit.

SECTION 3: TECHNICAL PROPOSAL

3A(1). Proposal submission form (from non-empanelled consultants)

3A(2). Proposal submission form (from empanelled consultants)

3B. Consultant's references.

3C. Comments and suggestions on the Terms of Reference and on data services, and facilities to be provided by the Client.

3D. Description of the methodology and work plan for performing the assignment.

3E. Team composition and task assignments.

3F. Format of Curriculum Vitae of proposed key professional staff.

3G. Time schedule for professional personnel.

3H. Activity (work) schedule.

3A(1). TECHNICAL PROPOSAL SUBMISSION FORM (Non-Empanelled)
(From Non-Empanelled Consultants)

Bengaluru, xx-xx-xxxx

From
<Details of Consultant>

To:
Administrative Officer
Karnataka Evaluation Authority
7th Floor, Gate No. 3, M S Building
Bengaluru – 560001

Sir / Madam,

Subject: Selection of Evaluation Consultant Organization for conducting evaluation study of
“xx xxxxxxxx” – Technical Proposal

We, the undersigned are not empanelled by KEA. We have noted the invitation from KEA, Planning, Programme Monitoring and Statistics Department, to evaluate “xx xxxxxxxx”. We offer to provide consultancy services for evaluating the above program in accordance with the ToR enclosed to this RFP. We are hereby submitting Empanelment documents, Technical Proposal and Financial Proposal in the prescribed formats in e-Procurement portal.

If negotiations are held during the period of validity of the Proposal, i.e., before xx-xx-xxxx we undertake to negotiate on our financial proposal. Our Proposal is binding upon us and subject to the modifications resulting from contract negotiations.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature:
Name and Title of Signatory:

Name of Consultant:
Address:

3A(2). TECHNICAL PROPOSAL SUBMISSION FORM (Empanelled)
(From Empanelled Consultants)

Bengaluru, xx-xx-xxxx

From
<Details of Consultant>

To:
Administrative Officer
Karnataka Evaluation Authority
5th Floor, Gate No. 3, M S Building
Bengaluru – 560001

Sir / Madam,

Subject: Selection of Evaluation Consultant Organization for conducting evaluation study of
“xx xxxxxxxx” – Technical Proposal

We, the undersigned, offer to provide the consulting services for the above in accordance with your Request for Proposal dated: xx-xx-xxxx, and our Proposal. We are hereby submitting our Proposal which includes this Technical Proposal and a Financial Proposal in the prescribed formats in e-Procurement portal.

If negotiations are held during the period of validity of the Proposal, i.e., before xx-xx-xxxx we undertake to negotiate on our financial proposal. Our Proposal is binding upon us and subject to the modifications resulting from contract negotiations.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature:
Name and Title of Signatory:

Name of Consultant:
Address:

3B. CONSULTANT'S REFERENCES

Relevant Services Carried Out in the Last Five Years that Best Illustrate Qualifications

Using the format below, provide information on each reference assignment for which your firm/entity, either individually as a corporate entity or as one of the major companies within an association, was legally contracted.

Assignment Name:		Country:
Location within Country:		Key Professional staff provided by your firm / entity (profiles)
Name of Client:		No. of staff:
Address:		No. of Staff-Months; duration of assignment
Start Date (Month / Year)	Completion Date (Month / Year)	Approx. Value of Services (Rs.)
Name of Associated Consultants, if any		No. of months of key professional staff, provided by Associated Consultants:
Name of Senior Staff (Project Director/Coordinator, Team Leader) involved and functions performed		
Narrative Description of the Project		
Description of Actual Services Provided by Your Staff:		

Consultant's Name:

**3C. COMMENTS AND SUGGESTIONS OF CONSULTANTS ON THE TERMS OF
REFERENCE AND ON DATA, SERVICES, AND FACILITIES TO BE
PROVIDED BY THE CLIENT**

On the Terms of Reference:

- 1.
- 2.
- 3.
- 4.
- 5.

On the data, services and facilities to be provided by the Client

- 1.
- 2.
- 3.
- 4.
- 5.

Consultant's Name:

3D. DESCRIPTION OF THE METHODOLOGY AND WORK PLAN FOR PERFORMING THE ASSIGNMENT

1. Understanding about the purpose, scope and dimensions of evaluation study
2. Conceptual clarity about the program, its context objectives and stakeholders involved
3. Review of past literature and previous evaluation studies related to this study
4. Approach to arrive at answers for the evaluation issues in the ToR
5. Evaluation methodology proposed for the study
6. Familiarity with local language and communication skills

3E. TEAM COMPOSITION AND TASK ASSIGNMENTS

1. Technical / Managerial Staff:

Sr. No.	Name	Position	Task
1.			
2.			
3.			
4.			
...			

2. Support Staff:

Sr. No.	Name	Position	Task
1.			
2.			
3.			
4.			
...			

3F. FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED KEY PROFESSIONAL STAFF

Proposed Position:

Name of Evaluation Consultant Organisation:

Name of Professional Staff:

Profession:

Date of Birth:

Years with Firm/Entity:

Nationality:

Membership in Professional Societies:

Detailed Tasks Assigned/ completed:

Key Qualifications:

[Give an outline of staff member's experience and training most pertinent to tasks on assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations. Use about half a page.]

Educational Qualification:

[Details of Under-Graduation, Graduation, Masters, Doctoral, Post-Doctoral degrees obtained. Use about one quarter of a page.]

Employment Record:

[Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignments. For experience in last ten years, also give types of activities performed and client references, where appropriate. Use about two pages.]

Publications (books, papers, articles):

[Mention the title of books, papers, articles and the relevant information on publisher, journal, conference etc.]

Program Evaluation Experience:

[List of studies completed formative or summative program evaluation studies related to government schemes / projects]

Languages:

[For each language indicate proficiency: excellent, good, fair, or poor; in speaking, reading, and writing] Specify for Kannada Language.

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

[Signature of Principal Investigator and authorized representative of the Consultant]

Date: xx-xx-xxxx

Full name of Principal Investigator:

Full name of authorized representative of Consultant:

3G. TIME SCHEDULE FOR PROFESSIONAL PERSONNEL

Sl. No.	Name	Position	Reports Due / Activities	Time Schedule (months)
1.				
2.				
3.				
4.				
...				

Full-Time:

Part-Time:

Reports Due:

Activities Duration:

Signature: _____

Full Name:

Title:

Address:

3H. ACTIVITY (WORK) SCHEDULE

A. Field Investigation and Study Items

Sl. No.	Item of Activity	Month-wise Program (in the form of Bar Chart)*			
		1 st	2 nd	3 rd	...
1	Activity-1- primary data collection				
2	Activity-2- data compilation and digitization				
3	Activity-3- data submission to KEA				
4	Activity-4- data analysis				

* The Program should be period of completion of assignment

B. Completion and Submission of Reports

Sl. No.	Reports	Programme: (Date)
1	Inception Report	
2	Draft Report	
3	Final Report	
4	Submission of Printed Copies	

Total Activity chart is better than the parts A & B

SECTION 4: FINANCIAL PROPOSAL

4A. Financial Proposal submission form (Not Required in e-Procurement)

4B. Summary of costs

4C. Breakdown of costs (Not Required in e-Procurement)

4B. SUMMARY OF COSTS
(TO BE FILLED ONLINE IN E-PROCUREMENT PORTAL)

Sl. No.	Description	Amount (Rs.)
1	Remuneration to the professional team	
2	Cost of secretarial services	
3	Cost of primary and secondary data collection (including training of field investigators) and scrutiny of the data collected and digitized	
4	Administrative cost (Maximum 10% of project cost)	
5	Miscellaneous expenditure (Printing, stationary, postage and other cost)	
	Total Cost	<auto-calculated by e-Procurement system>

Note:

1. The break-up of cost may be sought from selected bidder to facilitate assessment of reasonableness of costs and conducting negotiations in accordance with clause 6 of the Information to Consultants.
2. The Consultant Organizations should enter the financial cost (numerical figure) for all the 5 criteria given in the 4B of financial proposal which is mandatory.
3. The bidders should submit their quotes excluding taxes under the criteria mentioned in the above table.

SECTION 5: TERMS OF REFERENCE (TOR) WITH CONCEPT NOTE OF THE STUDY

(Uploaded as a separate document in e-Procurement Portal along with this RFP)

ANNEXURE-1

PRINCIPAL INVESTIGATOR (40 Marks)					
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks	Document to be submitted
1	Educational Qualification (Highest qualification)	5	PhD	5 points	Certificate of PhD
			Post-Graduation	3 points	Certificate of PG
2	Experience	5	Teaching / Research / Field experience (Empirical Research)	1 point per year	Experience certificate
3	Evaluation of Studies conducted with	8	International Govt. Organizations	4 points per project	Certificate of completion of project
		9	National Govt. Organizations	3 points per project	-do-
		8	State Govt.	2 point per project	-do-
			Karnataka		-do-
		5	Other States	1 point per project	-do-

FIRST MEMBER (20 Marks)					
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks	Document to be submitted
1	Educational Qualification (Highest qualification)	5	PhD	5 points	Certificate of PhD
			Post-Graduation	3 points	Certificate of PG
2	Experience	5	Research / Field experience (Empirical Research)	1 point per year	Experience certificate
3	Evaluation of Studies conducted with	4	International Govt. Organizations	2 points per project	Certificate of completion of project
		3	National Govt. Organizations	1 point per project	-do-
		2	State Govt.	1 point per project	-do-
			Karnataka		-do-
		1	Other States	1 point per project	-do-

SECOND MEMBER (20 Marks)					
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks	Document to be submitted
1	Educational Qualification (Highest qualification)	5	PhD	5 points	Certificate of PhD
			Post-Graduation	3 points	Certificate of PG
2	Experience	5	Research / Field experience (Empirical Research)	1 point per year	Experience certificate
3	Evaluation of Studies conducted with	4	International Govt. Organizations	2 points per project	Certificate of completion of project
		3	National Govt. Organizations	1 point per project	-do-
		2	State Govt.	1 point per project	-do-
			Karnataka		-do-
		1	Other States	1 point per project	-do-

THIRD MEMBER (20 Marks)					
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks	Document to be submitted
1	Educational Qualification (Highest qualification)	5	PhD	5 points	Certificate of PhD
			Post-Graduation	3 points	Certificate of PG
2	Experience	5	Research / Field experience (Empirical Research)	1 point per year	Experience certificate
3	Evaluation of Studies conducted with	4	International Govt. Organizations	2 points per project	Certificate of completion of project
		3	National Govt. Organizations	1 point per project	-do-
		2	State Govt.	1 point per project	-do-
			Karnataka		-do-
		1	Other States	1 point per project	-do-

Note:

1. The information sought in this format (Annexure-1) need to be filled by empaneled and non-empanelled consultants and uploaded in e-Procurement portal along with all supporting documents.

ANNEXURE-2

The information sought in this format need to be filled by non-empanelled consultants and uploaded in e-Procurement portal along with all supporting documents (It is mandatory to score minimum 50% marks to be empanelled in Karnataka Evaluation Authority).

Criteria for Empanelment in Karnataka Evaluation Authority (250 marks)				
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks
A. Organizational Appraisal (50 Marks)				
1	Have a permanent and functional office in Karnataka State for the last 5 years	5	Each year of existence in Karnataka State	1 point for each year
2	Ownership of the office premises of the Applicant Organization in the last five years	5	Own Building	5 points
			Working from leased / rented office in the same address	1 point for each year
3	Have own training facility / have access to such facilities in another organization	5	Own facility	5 points
			Access in another organization	2 points
4	Have own units for field work / have access to such resources in another organization	10	Own facility	10 points
			Access in sister concern	5 points
5	Have an independent Management Board / Committee / Body or any other review structure which meets regularly and reviews the consultancy or evaluation work	5	Each year of Experience with the arrangement for review	1 point for each year
6	Have published Annual Reports of the organization / unit for the past 5 years	5	Each year of publishing	1 point for each year
7	Empanelled by Govt. of India or State Govt. Departments / Agencies; PSUs; Bilateral Agencies etc., as per clearly laid down procedures	5	Each empanelment	1 point for each empanelment
8	Certification / Accreditation / Awards	5	International	3 points
			National	2 points

Criteria for Empanelment in Karnataka Evaluation Authority (250 marks)				
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks
	won in the last five years		State	1 point
9	Have an updated library	5	No. of books	1 point for each 1000 books / journals
B. Financial Appraisal (50 Marks)				
1	Have an approved Accounting Finance Manual which is used for handling day-to-day transactions	5	Each year of accounting	1 point for each year
2	Have filed Income Tax returns for the last five financial years in time	5	Each year of filing income tax returns	1 point for each year
3	Contributed to employee welfare through Provident Fund or other benefits (like insurance, ESI, pension fund etc.) to majority of employees.	5	Each year of contribution	1 point for each year
4	Cost of evaluation and research projects handled in the last five years by the organization	25	For each evaluation valued at Rs. 5 lakh or above	1 point for a value of Rs. 5 lakhs subject to a maximum of 5 points.
5	Net worth of the Applicant Organization in the last five years as per the audited statement of accounts	10	For-Profit Organizations: Rs. 25 lakh or greater	2 points for each year
			Not-for-Profit Organizations: Rs. 10 lakh or greater	2 points for each year
C. Technical Appraisal (150 Marks)				
A. Evaluation / research / consultancy studies conducted in last five years				
1	Studies for UN organizations / Bilateral / Multilateral agencies	10	For each study completed	5 points for each study
2	Evaluation of studies for any State or Central government departments / undertakings	10	Completed study of Central Government	4 points for each study
			Completed study of States	2 points for each study
3	Studies funded by other	5	For each study completed	1 point for

Criteria for Empanelment in Karnataka Evaluation Authority (250 marks)				
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks
	agencies / internal sources			each study
4	Quality of studies as reflected in the executive summaries	15	Maximum of five studies to be considered. Each study to be scored separately	
			Good	3 points
			Average	2 points
			Poor	1 point
B. Sectoral expertise available with the Applicant Organization				
5	Social sectors (Education, Health and Family welfare, Women and Child development, Social welfare, Backward classes and Minorities welfare, Food and Civil Supplies, Youth Services)	5	For each evaluation study/research/ consultancy	1 point for each study
6	Natural Resources Management sectors (Agriculture, Horticulture, Forestry and Environment, Fisheries, Mining, Animal Husbandry, Cooperation)	5	For each evaluation study/research/ consultancy	1 point for each study
7	Infrastructure sectors (Roads, Housing, Transport, Energy, Water Resources, Irrigation etc)	5	For each evaluation study/research/ consultancy	1 point for each study
8	Development sectors (Rural Development, Urban Development, Commerce and Industries)	5	For each evaluation study/research/ consultancy	1 point for each study
9	Governance sectors (DPAR, Home, Planning, Finance, e-Governance, IT, BT & ST, Revenue, Law, Labor etc)	5	For each evaluation study/research/ consultancy	1 point for each study
10	Public Sector Undertakings	5	For each evaluation study/research/ consultancy	1 point for each study
11	Urban and Rural Local Bodies	5	For each evaluation study/research/ consultancy	1 point for each study

Criteria for Empanelment in Karnataka Evaluation Authority (250 marks)				
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks
C. Human Resources Available				
12	Experts available with the Applicant Organization, engaged on full time basis at least one year prior to the date of empanelment application	50	PhD scholars, Post-Graduates and their experience alone will be counted.	
			PhD scholars (max. 15 points)	5 points for each PhD scholar
			Post Graduates (max. 15 points)	3 points for each Post Graduate
			Experience of PhD and Post Graduate (max. 20 points) (Max. of 5 points per person)	1 point for every year of experience
13	Gender balance within the Applicant Organization	5	Percentage of women researchers	1 point for every 10% of women researchers
14	Familiarity with local language and culture among the consultants' staff	5	Percentage of staff knowing Kannada or belonging to Karnataka State	1 point for every 10% of staff
D. Publication of studies in the last five years				
15	Publication in peer reviewed international or national journals in the last five years	10	International journals	2 points per publication
			National journals	1 point per publication
E. Dissemination of the study findings				
16	Efforts made for disseminating the study findings by the Applicant Organization	5	State level effort	5 points
			Zonal level effort	2 points
			District level effort	1 point

SECTION 6: CONTRACT FOR CONSULTANT'S SERVICES

This agreement is made and executed at Bangalore on this 00 day of February 2020 by and between:

The Karnataka Evaluation Authority (hereinafter to be referred to as KEA), registered as a Society under the Karnataka Societies Registration Act, 1960, under the Planning, Programme Monitoring and Statistics Department of the Government of Karnataka, and having its office at Room No.542, II Gate, M S Building, Dr. B R Ambedkar Veedhi, Bangalore – 560 001, represented by the Chief Evaluation Officer of KEA (hereinafter the term and expression shall mean and include his / her successors, executive assistants and legal representatives) as the **FIRST PARTY**, and,

M/s _____ Company, having its registered office _____ represented by _____, designated as _____, whose full postal address for communication is _____, whose full postal address for communication is Karnataka Regional Office, _____, email id is _____ and contact phones are _____, working under the overall control, guidance and supervision of the registered office and having legal competence to enter into agreements on behalf of the Company, detailed at the commencement of this paragraph (hereinafter referred to as the "Consultant", which term and expression shall mean and include his / her/their successors, assignees and legal representatives), as the **SECOND PARTY**.

WHEREAS

The Government of Karnataka is desirous of undertaking an Evaluation Study in the name and title of _____, notified against invitation for **Request for Proposal bearing no. KEA RFP (PROC) 2020, dated: 00-00-2020** and has set up the KEA, amongst other purposes, for the same vide Government of Karnataka order no. PD/8 /EVN (2)/2011 dated 11th July 2011. The KEA being an independent agency to aid and promote effective, independent and transparent evaluation of public programmes and policies in the State of Karnataka, it proceeded to get the Evaluation Study done through a qualified external Consultant, following the due procedure. The Second Party (Consultant), having proved its credentials and capabilities in the process to successfully accomplish the task, was offered the assignment of undertaking the above study in accordance with the Terms of Reference (ToR) cited at **Annexure I** to this agreement;

AND the Consultant, having assured the KEA of possessing the required competencies in their research team headed by the Principal Investigator _____ whose complete postal address and contact details are M/s _____, to undertake the above Evaluation Study in all its dimensions and in accordance with the ToR prescribed, offered to do so to the satisfaction of the KEA;

AND in consideration whereof the KEA agreed to pay the Consultancy Charges to the Consultant vide schedule that is described later in this agreement and accepted by both parties to the agreement;

NOW, therefore, in consideration of the mutual promises and obligations, this agreement is entered into by the above named two parties on the following terms and conditions:

1. **The KEA agrees to engage and retain the services of the Consultant** for conducting the study till it is completed in all respects and final report and related information/records thereto are submitted and the report is approved by KEA.
2. **The Consultant agrees to conduct an in-depth study of the evaluation topic** in accordance with the best academic standards and scientific rigor and submit a detailed evaluation report to KEA within the stipulated time in accordance with the ToR and to the satisfaction of KEA.
3. The study shall be completed and the Final Evaluation Report of the study to be submitted within the period of **6 months** as mentioned in the ToR unless specifically prescribed.
4. **The following deliverables and the timelines** shall be maintained by the Consultant:
 - a. An **Inception Report** containing a detailed road map for the study shall be submitted to the first party within a period of **20 days** from the date of this agreement. This report shall contain templates of survey instruments, results of pilot test, specifics of sampling design and research methodology. Consultant should make presentation before KEA within **6 days**, the same will be approved by KEA. The remarks, comments and alterations suggested will be informed to the Consultant. The Consultant will comply with these within **4 days** of receiving the information and submit final inception report for approval of KEA. Only after such approval, should the Consultant proceed according to the mentioned specifications.
 - b. The Consultant and their field data collection agency will provide complete details of field data collection plans to the first party sufficiently in advance to communicate the same to all concerned. Immediately after 50% of the work time period completed (including fieldwork) with templates for study report by Principal Investigator, Consultant should submit **Interim Report** to KEA. Following the communication, the Consultant should proceed with the data and information collection as per the approved design and complete the same within **2 months**.
 - c. The data collected should be processed statistically and a **Draft Evaluation Report** (Kannada & English) should be prepared by the Consultant. **Five copies** of draft report of the study along with soft copy of the data collected shall be submitted to KEA within **1 month** from the date of completion of field work. The Draft Evaluation Report received will be sent to the Independent Assessor of KEA/Subject Expert having domain knowledge and expertise in a sector relating to assessment and grading of Evaluation Reports. The Consultant is expected to make a comprehensive presentation of the draft report to the Technical Committee of KEA on the time, date and venue fixed for the purpose. The Committee, after examining the report in detail and taking note of the details as elaborated in the presentation, can either accept or express the need for modifications and / or supplementary work. The Consultant shall ensure incorporation of all suggestions etc., within **15days** from the date of receipt of the communication of modifications / supplementary work and submit the revised draft report to KEA.
 - d. After approval of the revised draft report, the Consultant shall prepare a final report both in Kannada and English versions and submit a sample copy separately, in the prescribed format and manner, to KEA within **15 days** from the receipt of approved

revised draft report from KEA. On KEA approving the final report, the Consultant shall proceed with other activities of printing, binding, data copying etc.

- e. The following shall be submitted by the Consultant to KEA within **1 month** from the receipt of approval on sample copy.
 - a. FIFTEEN hard copies in ENGLISH
 - b. FIFTEEN hard copies in KANNADA
 - c. Both Kannada and English final evaluation reports as mentioned under (a) & (b) should be submitted simultaneously.
 - d. THREE soft copies PDF & DOC format for each of the approved final report (in English as well as Kannada)
 - e. THREE soft copies of raw field data, data analysis statements and processed data outputs to be submitted to KEA in the format prescribed after completion of field work and data analysis.
 - f. ONE hard copy of raw field data, data analysis statements and processed data inputs.
 - f. The Consultant present the Final Report for the purpose of benchmarking the quality of the report and dissemination of findings/recommendations on the date, time and venue fixed by KEA within one month from the receipt of final reports.
 - g. The evaluation report should generally conform to the United Nations Evaluation Guidelines (UNEG) “Standards for Evaluation in the UN System” and “Ethical Standards for Evaluations”. The report should be complete and logically organized in a clear but simple language. Besides conforming to the qualities covered in the Terms of Reference, the delay in the submission of the report attributed to Line Department and KEA will not be considered in the period of study and it should be prepared as per the prescribed format of KEA.
- 5. Monitoring and coordination of sample survey and data collection work:** A representative of the department/Board/ Urban or Rural body or State Undertaking concerned may act as the Chief Coordinator for the project work and would closely interact with the Consultant. He / She will nominate coordinators for supporting the field work and briefing sessions.
- 6. Consultancy fee and payment schedule:** KEA agrees to pay **Rs. _____/-** (_____) towards the total Consultancy fee payable for the task, including GST, after making Tax Deductions at Source, which will be deposited to the PAN account of Second Party. If there is any revision of GST it will be given effect while making payment. The payment schedule is as follows:
- a. The **First instalment** of consultancy fee amounting to 10% of the total fee will be payable **as advance** to the Consultant after the signing of the Contract Agreement and submission of a bank guarantee for the said 10% of contract price from a nationalized bank valid for a period of at least 12 months from the date of signing of the Contract Agreement.

The Second Party shall renew the Bank Guarantee for such a period till the acceptance of Final Evaluation Report by the first party.

If the Second Party does not furnish Bank Guarantee, they shall not be entitled to get the first instalment of consultancy fees.

- b. The **Second installment** of Consultancy fee amounting to 30% of the total fee will be payable **as advance** to the Consultant after the approval of the inception report (as prescribed in clause 4a. above) and submission of a bank guarantee for the said 30% of contract price from a nationalized bank valid for a period of at least 12 months from the date of approval of Inception Report.

The Second Party shall renew the Bank Guarantee for such a period till the acceptance of Final Evaluation Report by the first party.

If the Second Party does not furnish Bank Guarantee, they shall not be entitled to get the first instalment of consultancy fees.

- c. The **Third installment** of Consultancy fee amounting to 50% of the total fee will be payable to the Consultant after the approval of the Draft report. The Second Party can claim first and second installment of consultation fees together, without furnishing the Bank Guarantee, on approval of the draft report by KEA (as prescribed time frame in clauses 4b&c. above).
- d. The **Fourth and final instalment** of Consultancy fee amounting to 10% of the total fee will be payable to the Consultant after the receipt of the hard and soft copies of the final report in such format and number as prescribed in this agreement, both in Kannada and English versions along with all original documents containing primary and secondary data, processed data outputs, study report and soft copies of all literature used to the final report (as prescribed in clauses 4d&e. above and clause 7 I h. below).

7. Performance Warranties:

- I. **Warranties on behalf of the Consultant:** The Consultant agrees to provide the following warranties to KEA:
 - a. That the Consultant undertakes to perform the study with the highest professional standards, competency and ethical integrity. The Consultant agrees to adopt the following principles:
 - i. To foster social equity & justice in evaluation by including relevant perspectives and interests of all stakeholders.
 - ii. To secure informed consent of all survey participants and stakeholders, respect their privacy, dignity, freedom of expression and provide complete anonymity and confidentiality to the information provided by them.
 - iii. To hold the evaluation enquiry systematically, gather evidence completely, comprehensively and independently, uninfluenced by any interested person or party and maintain good, accurate and proper records of the data, results, methods adopted and the procedures followed in connection with the evaluation work and to share them with the KEA.

- iv. To arrive at the findings based entirely on the data and information gathered for the study free from bias of any kind and to provide a balanced and judicious report on the strengths and weaknesses of policy, programme and the manner of implementation based on sound and verifiable reasons.
- b. The Evaluation Report submitted by the Consultant will be its sole work and not infringe the copy right of any other(s).
- c. That the Consultant agrees **NOT** to change key personnel listed in the ToR / RFP and associated with the evaluation study till the final evaluation report is submitted. If for reasons beyond the control of the Consultant, it becomes necessary to replace the key personnel, the Consultant shall forthwith provide a replacement with a person of equivalent or better qualification acceptable to KEA.
- d. That the Consultant will **NOT** subcontract the study wholly or in part to any other agency. However, the Consultant may engage another agency having trained and qualified staff for survey and sample data collection purposes. Similarly, the Consultant may engage a qualified agency for printing the final report. While doing so, the Consultant will ensure that the quality of work or timeline is not compromised in any manner whatsoever.
- e. That the Consultant takes full responsibility for making payment to its staff and workers so engaged for this study promptly and fairly and will not create any obligations to KEA to clear any pending payments.
- f. That the Consultant will maintain total confidentiality of the data, facts, findings and recommendations of the study. It shall not disclose any confidential information acquired in the course of the study to anyone without the prior written consent of KEA. The confidentiality obligations shall survive till the Final Evaluation Report of the study is placed in the public domain and use of material developed shall be used with acknowledgement of KEA.
- g. That the role conflict faced by the Consultant, if any, perceived at any time of the study, shall be fully and properly disclosed to KEA without any loss of time.
- h. That after completing the study, the Consultant will submit all original documents containing primary and secondary data, processed data outputs, study report and soft copies of all the literature cited in the final report to KEA along with the final reports. The Consultant, his staff or agents shall NOT involve in any unauthorized use of the data or information.
- i. That the consultant will not disclose any information regarding the project in media, press, blog and other types of social media.
- j. The Consultant Organization will utilize the amount quoted under item no. 3 of financial bid for the purpose of hiring of equipments and materials.

II. Warranties on behalf of the KEA: The KEA agrees to provide the following warranties to the Consultant:

- a. That the KEA will facilitate the evaluation study in all possible and tenable ways. It agrees to issue a letter of authorization to the Consultant to access the available official records, documents, data and reports, etc., connected with the study and also for seeking interviews with key personnel connected with the execution of the programme and policies relevant to the study.

- b. That the KEA assures the Consultant that review & comments on the draft documents and any proposals submitted by the Consultants will be communicated generally within four weeks from the date of such a request or such time as may be prescribed in this agreement. The Consultant should take due notice of the comments and suggestions made and agree to undertake necessary corrective action without compromising on the facts and findings.
- c. That the KEA agrees to release the advances and payments in accordance with the timelines and schedules agreed to in clause 6 above. If payments are not released within 15 days from the date of request for release after qualifying for the same (duly supported by necessary and sufficient documents), the consultant is entitled for commensurate extension of time in the agreement period. The agreement shall continue to be valid even on account of delay in releasing funds.

8. Other rights and obligations:

- a. The Government of Karnataka and KEA have a right for periodic spot check and /or verification of data collected, either directly, or through their subordinate officers to ascertain the rigor and quality of field work. The Consultant agrees to make good the defects, if any, observed during such checks / verifications.
- b. Copy right of the data and reports shall vest with KEA. Data, information and reports generated during the evaluation study shall be the property of KEA. Copy right of the survey formats, raw data, pictures, maps, reports and any other documents generated during the study shall vest with KEA. The Consultant cannot make use of such materials or ideas for any other purpose or transfer it to a third party without the prior written permission of KEA.
- c. Any new methodologies, techniques, principles, proprietary materials such as software, programmes, macros, algorithms and modules developed or created by the Consultant in the course of the study, which are of generic nature and not produced exclusively for KEA, will remain the exclusive property of Consultant. However, they will be shared with KEA to the extent needed to understand the processes, procedures and methodologies used in conducting the study and arriving at conclusions.
- d. Both parties to this agreement agree to indemnify, defend and hold the other parties harmless against any liabilities arising out of due discharge of duties under this agreement.

KEA may add, delete and modify any of the conditions of this contract on mutual agreement.

- c. KEA reserves the right to cancel this Agreement any time without assigning any reasons.

9. Penalties

- a. If quality of the Consultant's work is poor and beyond redemption in the opinion of KEA, it may issue a notice to that effect to the Consultant and, after hearing the Consultant's explanation both in writing and orally and if the work is proved to be poor, terminate this agreement forthwith. If any advance has been paid against Bank Guarantee to the Consultant, it shall be invoked and deposited to KEA.

Thereafter, the Consultant will be removed from the list of Empanelled Consultants.

- b. If the Consultant fails to meet the timeline for any specific deliverable, upon a written request quoting reasons, he / she/they may be given an extension of Three months(Two months at the time of field visit & primary, secondary data collection and one month in general). For delay beyond three months or part thereof, KEA is entitled to impose a penalty. Extension of time is the sole discretion of KEA, which may be granted on examining the documentary evidence submitted by the Consultant.
 - (i) If the Consultant does not submit the Inception Report within the stipulated time period as per this Agreement, the following penal action will be initiated:
 - a) Agreement shall be cancelled after two extensions of one week each time by KEA.
 - b) EMD shall be forfeited.
 - (ii) If there is a delay in the submission of draft evaluation report, which is attributable to Second Party, within the prescribed time to KEA, maximum of 10% of the corresponding payable amount (which is 80% up to DER) shall be levied by the First Party as penalty for the delay up to 3 months and the Second Party is agreeable to pay the levied amount. Beyond 3 months of delay attributable to Second Party, KEA shall terminate the MoU at the risk and cost of the Second Party. If the delay is beyond 3 months and is not attributable to the Second Party, then KEA will decide the further course of action either to extend the time with penalty or terminate the contract whatever is in the best interest of the Government. If KEA decides to terminate the contract, it reserves the right to engage any other Consultant at the risk and cost of the Second Party. Amounts payable to the Second Party shall be kept on hold for an indefinite period of time.
 - (iii) If the Second Party does not submit final evaluation report to KEA, [after the period mentioned in clause 4 (d) & (e)] and the delay is attributable to the Second Party, maximum of 10% of the corresponding payable amount (which is 20% of contract amount) shall be levied by the First Party, as penalty up to three months and the Second Party is agreed to pay the levied amount. Beyond three months of delay attributable to the Second Party, KEA shall terminate the contract at the cost of Second Party. Further, KEA may engage any other Consultant to complete the tasks at the risk and cost of the Second Party. Amounts payable to the Second Party shall be kept on hold for an indefinite period of time.
 - (iv) If KEA reject the reports at any stage in the process of evaluation, the Agreement shall be cancelled and the Consultant is not eligible for any payment. If payment is already made, the same will be recovered from the Consultant.

- (v) "1% penalty is levied on the total contract price shown in the agreement if 10% omissions/defects noticed in the content material of the Evaluation Report at the stage mentioned hereunder:

After the approval of Draft Evaluation Report by the Technical Committee, such report will be sent to the Consultant Organization along with the observations of KEA, Independent Assessor, Line Department and Technical Committee. The Consultant Organization submits the revised report after incorporating all the suggestions, which will be referred to Publication division for verification. Publication division will verify the suggestions are incorporated and will conduct thorough check on spelling, grammar, table, graphs etc. and suggest necessary editing to the Consultant Organization.

Consultant Organization submits re-revised Draft Evaluation Report to KEA for proof reading which will be again subjected to verification by the publication division. Then if Publication division notices 10% omissions/defects in the content material of the evaluation report, then 1% penalty on the total contract price will be levied after issue of notice.

- c. If it is found any time that the Consultant:
- i) secured this evaluation work by misrepresentation of facts or by deceit; or
 - ii) has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices at any time; or
 - iii) has indulged in malpractices such as plagiarism; or
 - iv) committed any illegalities which may attract criminal liability;

The agreement shall be cancelled forthwith, empanelment with KEA shall be cancelled after giving a notice in writing and giving an opportunity of being heard.

If the charge is proved, all payments due to the Consultant shall be kept on hold and legal action under the relevant laws shall be initiated by KEA.

10. Amendment(s) or termination of this agreement: This agreement may be amended or terminated under the following circumstances:

- a. Both the parties to the agreement, by mutual consent, may modify the terms of agreement appropriately at any time.
- b. In the case of the Government of Karnataka making any rule or issuing any direction that is in disagreement with any of the terms of this agreement, the said change will be deemed to have been incorporated in the agreement from the date on which the said rule or direction came into effect, though such amendment in writing is not available.
- c. Directions given by the KEA or shall have the same effect as a clause of this agreement which the concerned party to the agreement will have to abide with

within the time period prescribed, though a formal written supplementary agreement on such directions is not available.

- d. The KEA may terminate the agreement in accordance with Clause 9 above.

11. Grievance Redressal Mechanism

- a. If any party is aggrieved by any direction or order of KEA, he / she/they shall try and sort out the matter amicably by mutual consultation. If the matter could not be resolved, then the same shall be submitted in writing and a notice to this effect shall be served on the other parties as soon as possible. The other parties shall consider such a notice and make every effort for removing the difficulties. If it could not be so resolved, then the aggrieved party may appeal to the Additional Chief Secretary/Principal Secretary/Secretary, Planning, Programme Monitoring and Statistics Department, Government of Karnataka, whose decision in the matter will be final and binding on both parties.
- b. If any law suits arise on account of this agreement, it shall be governed by and construed in accordance with the laws of India and shall be subject to the exclusive jurisdiction of the Courts in Bengaluru, India.

12. Miscellany

- a. No party to this agreement shall be liable for any failure or delay in performance under this agreement, caused by any natural calamity, strike, bandh, lockout, curfew, riot, fire, sabotage, etc., provided that the party affected by such an event had taken all reasonable precautions, due care and reasonable alternative measures, with the objective of carrying out the terms and conditions of this agreement.
- b. A party affected by an event of *force majeure* shall give the other parties a written notice as soon as possible, with full details, and in any event not later than five calendar days of the occurrence of the cause relied upon. In the event of a *force majeure*, the dates by which performance obligations are scheduled to be met, shall be extended suitably. The Consultant shall be entitled to proportionate payment for the value of work done, in case *force majeure* leads to termination of the project.
- c. Any action taken by the KEA under this agreement to protect the public and government interest shall stand fully indemnified and he / she/it shall not be liable personally to pay any compensation or face criminal action even if the Consultant is entitled to initiate such proceedings.

Any appeal in this regard shall lie with the Additional Chief Secretary/Principal Secretary/Secretary, Planning, Programme Monitoring and Statistics Department, Government of Karnataka and his / her decision shall be final and binding on the Consultant.

- d. **Limitation to liability:** "Notwithstanding anything contained in the contract, KEA/client agrees that the Consultant shall not be liable to KEA/client, for any losses, claims, damages, liabilities, cost or expenses ("Losses") of any nature whatsoever, for an aggregate amount in excess of the fee paid under the contract for the services provided under the contract, except where such Losses are finally judicially determined to have arisen primarily from fraud or bad faith of the Consultant. In no event shall the Consultant, be liable for any consequential

(including loss of profit and loss of data), special, indirect, incidental, punitive, or exemplary loss, damage, or expense relating to the services provided pursuant to this Contract.”

- e. The total aggregate liability of Consultant, whether in contract, tort (including negligence) or otherwise, under or in connection with this agreement, shall in no circumstances exceed a sum equal to the fees paid or payable by the Client under this agreement.
- f. Any notice intended to be served for legal purpose shall be in writing and shall be served on the persons mentioned below under acknowledgement. No cognizance shall be taken of any notice served otherwise.
 - i. For and on behalf of KEA:

Chief Evaluation Officer,
Karnataka Evaluation Authority,
Room No.542, M S Building,
Dr. B R Ambedkar Veedhi,
Bangalore-560 001.

- ii. For and on behalf of the Consultant:

- g. The Parties to this agreement will stand discharged from the obligations of this agreement on the occurrence of any of the following events-
 - i. Full and final discharge after completing the tasks envisaged under this agreement and after submitting the audited statement of accounts, if so, required by this agreement;
 - ii. On mutual agreement to terminate;
 - iii. On termination of the agreement by the Authority in accordance with clause 9 above and disposal of appeals and court cases if any.

IN WITNESS WHEREOF, the authorized signatories of the parties to this agreement have duly executed this agreement on the date first above written.

On behalf of KEA	On behalf of Consultant
Chief Evaluation Officer Karnataka Evaluation Authority Room No.542, M S Building Dr B R Ambedhkar Veedhi Bangalore-560001	

(SEAL)	(SEAL)
1. Name of Witness and address	1. Name of Witness and address
2. Name of Witness and address	2. Name of Witness and address

SECTION 7: PREVIEW OF RFP AND TIME SCHEDULE

1	Bid reference	KEA RFP (PROC) 2020
2	Issue of Advertisement inviting Request for Proposal	00-00-2020
3	Uploading of RFP on e-Procurement Portal	00-00-2020
4	Date and time of pre-bid/clarification meeting	11:30 hrs. of 00-00-2020
5	<i>Last date and time for submission of tenders (Filled formats and all supporting documents has to be uploaded through e-procurement portal only)</i>	17:30 hrs. of 00-00-2020
6	Date and time of opening of the Technical Bid	11:00 hrs. of 00-00-2020
7	Date of Presentation by the Consultant Organizations	00-00-2020 to 00-00-2020
8	Date and time of opening of the Financial bid.	11:00 hrs. of 00-00-2020

Note

Presentation of Technical Proposal and supporting documents verification of Principal Investigator and Core Team Members of evaluation team of this study will be held between dates mentioned at sl. no. 7 of above table. **Please note no changes in dates are permitted.**

Annexure-III

Detail list of 43 Empanelled Consultant Organizations	
Sl. No	Name of Consultant Organization
A	B
1	Academy of Management Studies, #15, Laxmanpuri, Faizabad Road, Lucknow-226 016. Ph No. 0522-2350825, e-mail: ams@amsindia.org
2	Bijapur Integrated Rural Development Society, "ATMASAXI" HRD Training Center, Nagalinga Nagar, NH-50, Hungund- 587 118
3	Catalyst Management Services Pvt Ltd, #19, 1st Main, 1st Cross, Ashwathnagar, RMV 2nd Stage, Bangalore-560 094. Ph: 2341 9616, e-mail: cats@vsnl.com, nagabhushana@cms-india.org
4	Center for Study of Science, Technology and Policy (CSTEP), #18, 10th Cross, Matura Street, Papanna Layout, Nagashettyhalli, RMV II Stage, Bengaluru-560 094. Ph: 080 6690 2500, e-mail: admin@cstep.in bell@cstep.in
5	Centre for Management and Social Research, Plot No, 101, Flat No. 103, R.R. Residency, Opp: GHMC Park, Srinagar Colony, Hyderabad-73, Ph: 040-23737571, e-mail: mail@cmsrindia.org
6	Centre for Sustainable Development, # 381, 2nd Floor, 100 FT Road, HAL 2nd Stage, Indiranagar, Bengaluru- 560 008
7	Centre for Symbiosis of Technology Environment and Management (STEM), #11-12, 1st Floor, BDA Complex, Koramangala, Bangalore-560 034. Ph: 2552 2664, e-mail: stemb@vsnl.com stembangalore@gmail.com
8	Centre for the Study of Social Exclusion and Inclusive Policy, National Law School of India University, Post Bag no. 7201, Nagarbhavi, Bengaluru-560 042. Ph: 080 2316 0531, email: csse@nls.ac.in
9	Core CarbonX Solutions Pvt Ltd, 5R, 'A' Block, Kanthi Shikara Complex, 6-3-668/9, Punjagutta, Hyderabad-500 082. Ph: +91 40 64102137, e-mail: info@corecarbonx.com
10	Council for Social Development, Sangha Rachana, 53 Lodi Estate, New Delhi-110 003. Ph: 2461 1700, e-mail: csdnd@del2.vsnl.net.in csdadmn@gmail.com
11	CRISIL Risk & Infrastructure Solutions Ltd. CRISIL House, Central Avenue, Hiranandani, Business Park, Powai-Mumbai 400 076, e-mail: satnam.singh@crisil.com
12	Datamation Consultants Pvt. Ltd, 1st Floor, 361, Patparganj Indl. Area, New Delhi-110 092. Ph: 9266664226, e-mail: info@datamationinternational.com
13	Foundation for Research in Health System, G-1, Brigade Business Suit No. 44, 100Ft Road, Jayanagar 2nd Block, Bengaluru-560 011
14	Grassroots Research and Advocacy Movement (GRAAM), #CA-2, KIADB Industrial Area, Ring Road, Hebbal, Mysore-570 016. Ph: 0821 2415412, e-mail: graam@graam.org.in
15	Hippocampus InfoTech Pvt Ltd, #2, HB Complex, 3rd Floor, 100 feet Ring Road, BTM Layout, 1st Stage, Bengaluru-560 068. Ph: 2668 7272, e-mail: vijay@hippocampusinfotech.com
16	Hyderabad Karnataka Centre for Advanced Learning, H. No. 10-2-152, Bank Colony, Sangameshwara Nagar, Gulbarga- 585 101. Ph: 08472-256529, e-mail: hkcg1b1966@rediffmail.com

Sl. No	Name of Consultant Organization
A	B
17	ICRA Management Consulting Services Ltd (IMaCS), Karumuttu Centre, 5th Floor, 634 Anna Salai, Nandanam, Chennai-600 035. Ph: 44 2434 0043/8080, e-mail: enquiry@imacs.in, rajesh.bv@imacs.in joe.prasanna@imacs.in
18	Indian Institute of Plantation Management, Jnana Bharathi Campus, P.O. Malathalli, Bengaluru-560 056. Ph no: 080 2321 2773, e-mail: director@iipmb.edu.in
19	Indian Resource Information & Management Technologies Ltd, #593, 9th 'A' Main, 14th Cross, ISRO Layout, J.P. Nagar Post, Bangalore-560 078. Ph: 2666 4179, e-mail: blr@inrimt.com, jayaraj@inrimt.com
20	Institute for Catchment Studies and Environmental Management (ICSEM), KAAS Premises, Central College Campus, Palace Road-Bengaluru-560 001. Ph: 080-22217658, 22420830, e-mail: icsem.jsm@gmail.com
21	Institute for Social and Economic Change, Dr. V.K.R.V Roa Road, Nagarabhavi Post, Bangalore-560 072. Ph: 080-2321 7011, e-mail: registrar@isec.ac.in
22	Institute of Health Management Reserch, #319, Hulimangala, Near Timmareddy Layout, Electronic City, Hulimangala Post, Bangalore-560 105. Ph: 3053 3800, e-mail: info.bangalore@iihmr.org
23	Institute of Public Enterprises, Osmania University Campus, Hyderabad-500 007. Ph: 91 (040) 2709 8060, 2709 8937. e-mail: rkmishra@ipeindia.org
24	Institute of Public Health, #250, Master's Cottage, 2nd Cross, 2nd 'C' Main, Girinagar 1st Phase, Bengaluru-560 085. Ph no: 080 2642 1929, e-mail: mail@iphindia.org
25	Institution of Agricultural Technologists (Regd), #15, Queens Road, Bangalore-560 052. Ph: 080-2238 4175, e-mail: iatbangalore@gmail.com
26	Karnataka Institute of Public Auditors, The Alumini Association of UVCE, Silver Jubilee Building, K.R. Circle-Bengaluru, e-mail: kipa.pres@yahoo.in
27	Karnataka State Health System Resource Centre, SIHFW Campus, Magadi Road, Bengaluru-560 023. Ph No: 080 2350 7283, e-mail: edkarshsrc@gmail.com
28	KPMG Advisory Services Pvt. Ltd, 1st Floor, 11-12/1, Maruthi Info Tech Center, Chalaghatta Village, Bengaluru-560 071. Ph: +91 (22) 3989 6000, e-mail: indiawebsite@kpmg.com
29	Management and Governance Consulting Pvt, Ltd, #107, 1st Floor, Railway Parallel Road, Kumarapark West, Bangalore-560 020. Ph: 2356 0265, e-mail: bangalore@magc.in, padmaja@magc.in
30	NABARD Consultancy Services Pvt. Ltd, NABARD Tower, 46 Kempe Gowda road, Bangalore-560 009. Ph: 080- 2207 6511, 6479, e-mail: bangalore@nabcons.in/bangalore@nabard.org
31	Outreach, Association of Volunteers for Rural Development, #205, HBR Layout, 1st Stage Extension, 2nd Block, Bangalore-560 043. Ph: 080 2543 9934/35/36, e-mail: ed.outreachindia@gmail.com, outreach@outreachindia.org
32	PAN India Network, #68/14, Sai Deep, 1st Floor, 2nd Cross, Krishna Block, Sheshadripuram, Bengaluru-560 020. Ph: 080-2356 5515, 9449027801, email: pin.glb@live.com
33	Peaceful Living with Unified Solutions, #320, 'Vihaan', 1st Main, Talakaveri Layout, Amruthahalli, Bengaluru-560092. e-mail: tkps1950@gmail.com

Sl. No	Name of Consultant Organization
A	B
34	Pricewaterhouse Coopers Pvt. Ltd, 4th Floor, Tower'D', The Millenia 1&2 Murphy Road, Ulsoor, Bangalore-560 008. Ph: 4079 4000, e-mail: simi.m.kumar@in.pwc.com diana.evangelina@pwc.com
35	Public Affairs Centre, #15, KIADB Industrial Area, Jigani-Bommasandra link Road-Bengaluru-560 105. Ph:080-27839918/19/20, e-mail: mail@pacindia.org
36	Remote Sensing Instruments, Plot No. 7, Type-1, Kukatapally Industrial Estate, Hyderabad-500 072. Ph: +91-40-2307 9566, e-mail: sadiga.rsimeld@gmail.com
37	Research and Development Centre, Acharya Institute of Graduate Studies of JMJ Education Society, Acharya Dr. Sarvepalli Radhakrishnan Road, Soldevanahalli-Bengaluru- 560 107, e-mail: drhemalatha@acharya.ac.in rnd@acharya.ac.in
38	Research n Consulting, S-26, Golden Enclave, Old Airport Road-Bengaluru-560 017, e-mail: priti@researchnconsulting.com
39	SECON Private Ltd. # 147, 7B Road, EPIP, Whitefield, Bengaluru-560 066. Ph: 080-4119 7778, e-mail: feedback@secon.in
40	Sigma Research and Consulting, C-23, South Extension I, First Floor, New Delhi-110 049, Ph: 4619 5555, e-mail: somayajulu.uv@sigma-india.in
41	Technical Consultancy Services Organization of Karnataka, DIC Bengaluru (Urban) Office Building, Ground Floor, 1st Cross, Rajajinagar, Bengaluru-560010, email: ceo@tecsok.com
42	The Energy and Resource Institute (TERI), 4th Main, 2nd Cross, Domlur 2nd Stage, Bangalore-560 071. Ph: 2535 6590, e-mail: lasya.gopal@teri.res.in
43	Yes Bank, #3, Prestige Obelsik, Kasturba Road, Bangalore-560 001, Mobile No. 9620868666 e-mail: Lokesh.kumar2@yesbank.in Madhu.moses@yesbank.in

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Details of empanelled 16 Independent Assessors

Sl. no.	Name of the Independent Assessor	Contact details	Sectors for which empanelled
1	Mr. Brij Kishore Singh, IFS (retd.)	#33, MCHS Layout, BTM 2 nd Stage, 16 th Main, Bangalore-560 076. Mobile No. 9449863501, e-mail: brijksingh@rediffmail.com	Natural Resource Management and Social Sector
2	Dr. K. Gayathri Reddy	No. 293, 14th Cross, Dollars Colony, Bangalore-560094. Mobile no. 9480322975, e-mail: gayathrikambham@yahoo.com	PSU and Social Sector
3	Mr. Vishnu R Gangal	# 161, IV Block, Lalbahadur Shastri Nagar, Anjanapura BDA Layout, Bangalore-560 062, Mobile No. 9945802610, email: viragangal@yahoo.com	Social and Urban and Rural Local bodies
4	Dr. Narayana Raj. N	#620, 6 th Floor, Karnataka Housing Board High Rise Apartment, Yelahanka New Town, Bangalore. Mobile No. 9845132982, e-mail: narayanarajn@yahoo.co.in	Development Sector and Urban and Rural local bodies
5	Mr. Praveen. N Urs	#180, 10th Main, "E" Block, Vijayanagar, 3rd Stage, Mysore-570 017. Mobile No. 9591339530, e-mail: praveennurs@rediffmail.com	Natural Resource Management and Development
6	Dr. B.F. Hulagur	Flat No. 313, Vastu Hill View - 1, Next to National Hill View Public School, Halagevaderahalli, Rajarajeshwarinagar, Bangalore - 560 098. Mobile No: 9632254884 e-mail: bhulagur@gmail.com	Social, Natural Resources Management, Infrastructure and Development Sector
7	Dr. Madhu	#698, Om Shree Nilaya, LIG 1st stage, lakshmikantanagar, Hebbal, Mysore - 17. Mobile No: 9449133384. e-mail: dr.madhugundlupet@gmail.com	Development and Governance Sector

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8	Mr. Manjunath. G. Bhat	#23, Ishwara Kripa, 5th A Cross, 2nd Main, M. Vishweshwaraiah Layout, Thindlu, PO: Vidyaranyapura, Bengaluru - 560097. Mobile No: 7760691155, 080-23641224, e-mail: bhatmg24@gmail.com bhatmg25@gmail.com	Social, Natural Resources Management Sector and Urban and Rural local bodies
9	Mr. N. Rajasekhar	#403, 'C' Block, 4th Floor, Green Square Apartment, Behind Ramanashree California Resort, Anantapura, Yalahanka, Bengaluru-64. Mobile No: 9448258607, e-mail: rajasekhar.693n@gmail.com	Natural Resources Management Sector (Forestry, Environment and Wildlife)
10	Mr. H.S. Subramanya	#71, 5th Main, 2nd 'A' Cross, AG's Colony, Anandnagar, Bengaluru24. Mobile No: 9449028395, e-mail: aditisubramanya@yahoo.com	Natural Resources Management Sector (Agriculture, Agricultural Banking and Development Banking)
11	Dr. M.J. Bhende	# 298, 4th Main, 10th Cross, Teachers layout, Nagarbhavi, Bengaluru-72. Mobile No: 9620745511. e-mail: mjbhende@yahoo.com	Social, Natural Resource Management and Infrastructure Sector
12	Mr. Santosh P. Nargund	#150, 3rd Cross, 1st Main, Dr. S. Radhakrishnan Nagar, Gokul Road, Hubballi-580030. Mobile No: 9916135836, e-mail: sant.nargund@gmail.com spnargund@yahoo.com	Social, Infrastructure, Development and Urban and Rural local bodies
13	Mr. K. Rajendra Prasad	#6, Sri Sai Dhama, Divine City, M.G. Road, Chikballapur-562 101. Mobile no. 9449678054, e-mail: rajenprasad_ckb@yahoo.com	Social, Natural Resource Management Governance

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14	Dr. Subramanian K. V	#150, 3 rd Cross, 1 st Main, Dr. S. Radhakrishnan Nagar, Gokul Road, Hubballi-580 030. Mobile no: 9916135836. e-mail: drkv.subramanian@gmail.com	Social, Infrastructure, Development, Governance, State Undertakings Urban and Rural local bodies
15	Dr. M. Chandra Poojary	#3/50, Sherin Compound Kelarai Church Road, Neermarga, Mangalore- 575 029 Mobile no. 9448165130, e-mail: chandrapoojary1957@gmail.com	Social Development Governance Urban and Rural local bodies
16	Dr. Moona Mohammed	#297, 14 th Cross, Dollars Colony, RMV 2 nd Stage, Bengaluru. Mobile no. 9448363144, e-mail: memoons@gmail.com	Social Natural Resource Management Development Governance and Public Sector Undertakings

Annexure- IV (Existing)

PRINCIPAL INVESTIGATOR (40 Marks)				
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks
1	Educational Qualification & Research & Evaluation Experience (As mentioned in the enclosed Terms of Reference)	10	Educational Qualification	
			PhD	5 points
			Post Graduation	3 points
			Experience	
			Experience in relevant field for one year	1 point
2	Publication of books	10	Publications in the relevant field & experience in working with the Government (National, State)	
			Books (max. 6 marks)	2pointsfor each book
			Paper publication/experience in working with the Government (National, State) [max. 4 marks]	1 point for each paper publication/task/ experience
3	Evaluation of Studies	20	Evaluation of studies / schemes – International / National / Interstate / State / Karnataka Evaluation Authority	
			International / National schemes or studies (max. 12 marks)/ Consultancy	3 points for each scheme / study
			State / Inter-State / KEA (max. 8 marks)/ consultancy	1 point for each scheme /study

FIRST MEMBER (30 Marks)				
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks
1	Educational Qualification & Research & Evaluation Experience (As mentioned in the enclosed Terms of Reference)	10	Educational Qualification	
			PhD	5 points
			Post Graduation	3 points
			Experience	
			Experience in relevant field for one year [max. 5 marks]	1 point
2	Publication of books	10	Publications in the relevant field & experience in working with the Government (National, State)	
			Books (max. 6 marks)	2 points for each book
			Paper publication/experience in working with the Government (National, State) [max. 4 marks]	1 point for each paper publication/task/experience
3	Evaluation of Studies	10	Evaluation of studies / schemes – International / National / Interstate / State / Karnataka Evaluation Authority	
			International / National schemes or studies (max. 6 marks)	3 points for each scheme / study
			State / Inter-State / KEA (max. 4 marks)	1 point for each scheme /study

SECOND MEMBER (30 Marks)				
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks
1	Educational Qualification & Research & Evaluation Experience (As mentioned in the enclosed Terms of Reference)	10	Educational Qualification	
			PhD	5 points
			Post Graduation	3 points
			Experience	
			Experience in relevant field for one year [max. 5 marks]	1 point
2	Publication of books	10	Publications in the relevant field & experience in working with the Government (National, State)	
			Books (max. 6 marks)	2 points for each book
			Paper publication/experience in working with the Government (National, State) [max. 4 marks]	1 point for each paper publication/task/experience
3	Evaluation of Studies	10	Evaluation of studies / schemes – International / National / Interstate / State / Karnataka Evaluation Authority	
			International / National schemes or studies (max. 6 marks)	3 points for each scheme / study
			State / Inter-State / KEA (max. 4 marks)	1 point for each scheme /study

Annexure- IV (Proposed)

PRINCIPAL INVESTIGATOR (40 Marks)					
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks	Document to be submitted
1	Educational Qualification (Highest qualification)	5	PhD	5 points	Certificate of PhD
			Post-Graduation	3 points	Certificate of PG
2	Experience	5	Teaching / Research / Field experience (Empirical Research)	1 point per year	Experience certificate
3	Evaluation of Studies conducted with	8	International Govt. Organizations	4 points per project	Certificate of completion of project
		9	National Govt. Organizations	3 points per project	-do-
		8	State Govt.	2 point per project	-do-
			Karnataka		-do-
		5	Other States	1 point per project	-do-

FIRST MEMBER (20 Marks)					
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks	Document to be submitted
1	Educational Qualification (Highest qualification)	5	PhD	5 points	Certificate of PhD
			Post-Graduation	3 points	Certificate of PG
2	Experience	5	Research / Field experience (Empirical Research)	1 point per year	Experience certificate
3	Evaluation of Studies conducted with	4	International Govt. Organizations	2 points per project	Certificate of completion of project
		3	National Govt. Organizations	1 point per project	-do-
		2	State Govt.	1 point per project	-do-
			Karnataka		-do-
		1	Other States	1 point per project	-do-

SECOND MEMBER (20 Marks)					
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks	Document to be submitted
1	Educational Qualification (Highest qualification)	5	PhD	5 points	Certificate of PhD
			Post-Graduation	3 points	Certificate of PG
2	Experience	5	Research / Field experience (Empirical Research)	1 point per year	Experience certificate
3	Evaluation of Studies conducted with	4	International Govt. Organizations	2 points per project	Certificate of completion of project
		3	National Govt. Organizations	1 point per project	-do-
		2	State Govt.	1 point per project	-do-
			Karnataka		-do-
		1	Other States	1 point per project	-do-

THIRD MEMBER (20 Marks)					
Sl. No.	Criteria	Max. Marks	Sub-Criteria	Marks	Document to be submitted
1	Educational Qualification (Highest qualification)	5	PhD	5 points	Certificate of PhD
			Post-Graduation	3 points	Certificate of PG
2	Experience	5	Research / Field experience (Empirical Research)	1 point per year	Experience certificate
3	Evaluation of Studies conducted with	4	International Govt. Organizations	2 points per project	Certificate of completion of project
		3	National Govt. Organizations	1 point per project	-do-
		2	State Govt.	1 point per project	-do-
			Karnataka		-do-
		1	Other States	1 point per project	-do-