



## **Indian Council of Forestry Research and Education**

(An Autonomous body of the Ministry of Environment, Forest and Climate Change, Government of India)

**P.O. New Forest, Dehradun – 248 006 (Uttarakhand), INDIA**

No.11/2018/ESIP/BCC/ICFRE/422

Dated: 14/02/2020

### **REQUEST FOR EXPRESSION OF INTEREST (CONSULTING SERVICES – FIRMS SELECTION)**

**Country:** INDIA

**Name of Project:** Ecosystem Services Improvement Project

**Grant No.:** TF0A3990

**Assignment Title:** Developing an online National Reporting Database Portal for Capturing Trends and Status of Key Progress and Performance Indicators on Land Degradation and Desertification

**Reference No.:** IN-ICFRE-154300-CS-CQS

The Government of India has received financing from the World Bank toward the cost of the Ecosystem Services Improvement Project (ESIP) and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include development of online National Reporting Database Portal for Capturing Trends and Status of Key Progress and Performance indicators or other indicators agreed by Conference of Parties (COP) of United Nations to Combat Desertification (UNCCD) on Land Degradation and Desertification. UNCCD is the sole legally binding international agreement linking environment and development to sustainable land management. All the Parties have adopted UNCCD’s Performance Review and Assessment of Implementation System (PRAIS) online reporting model for the National reporting which is indicator based and requires information for measuring, monitoring and assessment and evaluation. The online PRAIS system provides opportunity to upload information in desired formats which are later analyze and generate reports by the system. This provides opportunity for effective review the implementation of the UNCCD Strategy and the Convention, based on a new methodological approach, which envisages reporting on performance and impact indicators, best practices and financial flows. The National Reports of India therefore provide information on impact/ progress indicators and performance indicators or other indicators agreed by COP of UNCCD. The online national reporting database portal will work as a repository of information on desertification, land degradation and drought as well as the best practices in the field of natural resource management. This will help in increasing national capacity for monitoring the status of land degradation and desertification and SLEM outcomes, as well as the results of UNCCD action programs at the country level. It would also facilitate reporting on key indicators under the UNCCD.

The present assignment on developing an online National Reporting Database for Capturing Trends and Status of Key Progress and Performance Indicators on Land Degradation and Desertification and for up-scaling and mainstreaming SLEM best practices will help in strengthening the India's reporting to UNCCD and combating DLDD in India. The database will be used by number of stakeholders including various Central Ministries/ State Governments/ Departments/ Science & Technology Institutions, NGOs and others.

Terms of Reference for Developing an online National Reporting Database Portal for Capturing Trends and Status of Key Progress and Performance Indicators on Land Degradation and Desertification is given in Annexure - I.

The Indian Council of Forestry Research and Education (ICFRE), Dehradun now invites eligible consulting firms ("consultants") to indicate their interest for Developing an online National Reporting Database Portal for Capturing Trends and Status of Key Progress and Performance Indicators on Land Degradation and Desertification. Interested consultants/consulting firms should provide information demonstrating that they have the required qualifications and relevant experience to perform the services.

The short listing criteria are:

1. The Consultant must have been in operation for a minimum of 10 years
2. Professional experience in developing web-based database systems and MIS
3. Experience of the consultant in developing interactive and user-friendly database related to natural resource management/ sustainable land management/ climate change adaptation and related field.
4. Familiarity with natural resource management knowledge management systems.
5. Experience in organization of training programmes related to web portal and MIS etc.
6. Annual turnover of consultant during last three financial years should be INR 10 Million and above.
7. The consultant must have handled at least one assignment of INR 2 Million and above in the last three financial years
8. Qualification and experience of the key professionals
9. Proposed methodology and work plan for implementation of the assignment

ICFRE reserves the right to accept or reject all EOIs.

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's *Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers [Government of India, 16 August 2017]* ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest.

Consultant may associate with other firms in the form of a joint venture or a sub consultancy to enhance their qualifications.

A Consultant will be selected in accordance with the Consultant Qualification Selection (CQS) method set out in the Consultant Guidelines.

**Expression of interest must be delivered in a written form to the address below (in person, or by post or by email) on or before 05 March 2020 (1500 hrs).** The document should be clearly marked as Request for Expression of Interest for Developing an online National Reporting Database Portal for Capturing Trends and Status of Key Progress and Performance Indicators on Land Degradation and Desertification:

Project Director  
Ecosystem Services Improvement Project  
Room No: 143  
Indian Council for Forestry Research and Education  
P.O. New Forest, Dehradun, Uttarakhand-248006 (INDIA)  
Tel: +91-135-22248331, 2224803, 2224819, Tele Fax: +91-135-2750296  
Email: projectdirectoresip@gmail.com, Website: www.icfre.gov.in

**The following documents (as given in Annexure-2) are to be furnished with Expression of Interest by the consultant as part of the Expression of Interest:**

- a) Signed (and scanned, if submission via email) copy of Letter for Expression of Interest
- b) Signed (and scanned, if submission via email) copy of filled FORM 1- Details of Consultant/ Consulting Firm
- c) Signed (and scanned, if submission via email) copy of filled FORM 2- Compliance to Eligibility Criterion along with documentary evidence
- d) Signed (and scanned, if submission via email) copy of details of the experience as per FORM 3 along with documentary evidence as indicated in FORM 2
- e) Signed (and scanned, if submission via email) copy of declaration as indicated in FORM 2
- f) Qualification and experience of the key professionals to be provided in FORM 4
- g) Proposed methodology and work plan for implementation of the assignment to be provided in FORM 5

Further information or clarification on REOI can be obtained at the contact details given below during office hours [0900 to 1730 hours]:

Project Director  
Ecosystem Services Improvement Project  
Room No: 143  
Indian Council for Forestry Research and Education  
P.O. New Forest, Dehradun, Uttarakhand-248006 (INDIA)  
Tel: +91-135-22248331, 2224803, 2224819, Tele Fax: +91-135-2750296  
Email: projectdirectoresip@gmail.com  
Website: www.icfre.gov.in

**TERMS OF REFERENCE**

**Developing an Online National Reporting Database Portal for Capturing Trends and Status of Key Progress and Performance Indicators on Land Degradation and Desertification**

**1. BACKGROUND**

In India almost 47% of land is under cultivation, about 70% of population dependent on agriculture, 69% of the country is dry land i.e. arid, semi-arid and dry sub-humid, 24.8% area is undergoing desertification, and more than 32 % of India's total land area is affected by land degradation. While 72% of India's population is rural and depends mainly on land and water resources, almost 80% of all Indian farmers are under the poverty line. The major causes for land degradation are unsustainable water management, poor agricultural practices, human and livestock pressure on land, deforestation, climate change and industrialization.

In India, there is a major focus on reducing poverty through enhanced productivity from irrigated as well as dry land ecosystems, which requires an approach with adequate emphasis on conservation of natural resources. There are significant opportunities for improving land management practices in order to improve productivity and reduce land degradation. Profitable and sustainable land use and ecosystem practices can be the principal means for protecting India's significant environmental assets and alleviating poverty in the largest and poorest segments of Indian society.

Despite considerable financial investments, studies indicate that the rate of degradation of land in rainfed areas in the 1990s is likely to have proceeded at more than twice the rate observed in the earlier years. Further, our agricultural land is also shrinking at a faster rate due to urbanization and developmental activities. The over exploitation of ground water has become serious problem not only in dry states but also in food producing states like Punjab and Haryana. Appropriate land use and sustainable management of the country's natural resources and agro-ecosystem are the avenues to meet the challenges and to sustain environmental services. Given this background, the Eleventh Five Year Plan of the Government has placed high priority on raising agricultural productivity to achieve an annual agricultural growth of more than 4.1 percent. The XI Plan acknowledges that this goal cannot be achieved with the ongoing shrinking and degradation of the country's natural resources, and therefore, stresses upon conservation, harnessing and developing of natural resources.

This will require that we move away from existing inefficient use of land and water resources, including ground water mining, recognize the additional challenges resulting from current climate variability, and expected extreme climate conditions.

Desertification along with climate change and the loss of biodiversity were identified as the greatest challenges to sustainable development during the Rio Earth Summit in 1992. The dry areas of the world, which are the most vulnerable to desertification, land degradation and drought, directly affect food security, rural incomes and national economies. The recent

Millennium Ecosystem Assessment Report indicates that desertification threatens over 41% of the Earth's land area and almost 20–70% of drylands are already degraded, resulting in a decline in agricultural productivity, loss of biodiversity and the breakdown of ecosystems. Land degradation, Desertification, and drought (DLDD) impacts millions of people globally and along with climate change and the loss of biodiversity, is a major global concern. Desertification is not simply a force of nature, it is caused by a combination of multiple social and biophysical factors that can be grouped into two categories: those due to climatic and natural causes including variations in climate (drought), wind and water erosion, and those due to human activities including overgrazing, deforestation, intensification of agriculture, salinization, urbanization, pollution and conflicts.

ICFRE has implemented the World Bank/GEF assisted SLEM project and now, ICFRE is one of the implementing partners of the World Bank/GEF assisted project on 'Ecosystems Improvement Project (ESIP)' and may implement one of the component of, *i.e.*, Scaling up of Integrated Sustainable Land and Ecosystem Management (SLEM) Approaches for Reducing Land Degradation and Desertification. The main objectives of this component are to prevent land degradation and desertification and increase above-ground forest carbon stock through a combination of investments to implement and scale-up tried-and-tested SLEM best practices, increase national capacity for monitoring land degradation and track associated indicators and generate knowledge exchange on SLEM approaches so as to benefit small and marginal farmers and other rural poor. These activities are designed to overcome the twin challenges of arresting land degradation and meeting food security targets. In particular, this component will draw heavily from the lessons and best practice approaches to sustainable land and ecosystem management that were developed and piloted under the GEF financed SLEM project.

The United Nations to Combat Desertification (UNCCD) is the sole legally binding international agreement linking environment and development to sustainable land management. All parties have adopted the UNCCD's Performance Review and Assessment of Implementation System (PRAIS) online reporting model for the National reporting which is indicator based and requires information for measuring, monitoring and assessment and evaluation. The online PRAIS system provides opportunity to upload information in desired formats which are later analyze and generate reports by the system. This provides opportunity for effective review the implementation of the UNCCD Strategy and the Convention, based on a new methodological approach, which envisages reporting on performance and impact indicators, best practices and financial flows. The National Reports of India therefore provide information on impact/ progress indicators and performance indicators or other indicators agreed by COP of UNCCD.

The present assignment on developing an online National Reporting Database for Capturing Trends and Status of Key Progress and Performance Indicators on Land Degradation and Desertification and for up-scaling and mainstreaming SLEM best practices will help in strengthening the India's reporting to UNCCD and combating DLDD in India. The database

will be used by number of stakeholders including various Central Ministries/ State Governments/ Departments/ Science & Technology Institutions, NGOs and others.

## **2. A PRECISE STATEMENT OF OBJECTIVES:**

1. Developing an Online National Reporting Database Portal for Capturing Trends and Status of Key Progress and Performance Indicators on Land Degradation and Desertification and mainstreaming of the same for enhancing ecosystem services and combating desertification, land degradation and drought,
2. Operationalization, hosting (go live), updation and maintenance of web portal.
3. Organization of training programmes of trainers/ Nodal Officers (national/sub-national/agency) on the use of national online National Reporting Database Portal to the line Ministries, Departments, Science and Technology Institutions

## **3. AN OUTLINE OF THE TASKS TO BE CARRIED OUT (SCOPE OF THE SERVICES):**

The main objective of the assignment is to develop an interactive online National Reporting Database Portal for Capturing Trends and Status of Key Progress and Performance Indicators on Land Degradation and Desertification with respect to India' national reporting to UNCCD. The online national reporting database portal will work as a repository of information on desertification, land degradation and drought as well as the best practices in the field of natural resource management. This will help in increasing national capacity for monitoring the status of land degradation and desertification and SLEM outcomes, as well as the results of UNCCD action programs at the country level. It would also facilitate reporting on key indicators under the UNCCD. Current capacity to prepare National Reports (NR) to report back to the Conference of Parties (COP) on the National Action Plans (NAPs) is limited. This would help develop and implement a web based national MIS that would allow capturing trends and status of key impact and process indicators on land degradation and desertification. The data input would be collected at the sub-national and local level and would be consolidated at the national level through the project. This would improve the timeliness and quality of the NR to UNCCD. Other objective would be training programmes of trainers/ Nodal Officers (national/sub-national/agency) on the use of online national reporting data base portal to the line Ministries, Departments, Science and Technology Institutions.

Following tasks are to be carried out:

1. To develop online National Reporting Database Portal for India's national reporting to UNCCD. It should provide online space to upload required information for UNCCD reporting purpose with the login ids which will be generated by the approval of database administrator. It should also generate report as per the UNCCD reporting formats.
2. Develop an interactive online National Reporting Database Portal with restricted access for data inputs and uploading of documents by designated officials granted login IDs and passwords by the administrator.

3. To develop national database on SLEM practitioners for the development of institutional and individual networks.
4. The database should have a public interface where any user can access data information/report as marked 'public' by administrator.
5. Provide links and virtual access to repositories of best practices and analytical reports.
6. The knowledge network should help in developing a community of practice by connecting stakeholders with common interests in adopting and expanding SLEM approaches.
7. It should help in organizing and implementing learning events at the interface of the community, farm and common lands through the web-based platform.
8. Web-portal should be user-friendly with suitable and robust network security provisions.
9. To organize training programmes of trainers/ Nodal Officers (national/sub-national/agency) on the use of national online portal to the line Ministries, Departments, Science and Technology Institutions.
10. Operationalization, hosting (go live), updation and maintenance of the online national data base portal for three years after roll out to ensure maximum efficiency and maintenance of the portal. The consultants shall also consider the different types of software available (i.e. proprietary vs open source software) and shall also include estimate of the on going operation and maintenance costs of the system that will be developed by the consultant. At the same time the system should be compatible with and allow for data exchanges between other government databases in the forestry sector.
11. Estimates of the ongoing operation and maintenance costs of the system that they will eventually develop.
12. To ensure security aspects of web-portal

**4. SCHEDULE FOR COMPLETION OF TASKS:** The implementation period of the assignment shall be eight months from the date of award of the contract.

**5. DATA, SERVICES AND FACILITIES TO BE PROVIDED BY THE CLIENT:** Relevant documents (Fifth, Sixth and Seventh National Report submitted to UNCCD Secretariat by Ministry of Environment, Forest and Climate Change (MoEFCC) Government of India, SLEM Baseline report) required for developing an online national reporting database for capturing trends and status of key progress and performance indicators on land degradation and desertification.

**6. FINAL OUTPUTS (i.e., REPORTS, DRAWINGS, etc.) THAT WILL BE REQUIRED OF THE CONSULTANT:**

1. Inception report and template of online National Reporting Database Portal within 30<sup>th</sup> days of contract signing.

2. Interim progress report along with interactive database and linking domains on 90<sup>th</sup> days from contract signing.
3. Testing of online National Reporting Database Portal on 180<sup>th</sup> days from contract signing.
4. One national level dissemination and demonstration workshop of the online National Reporting Database Portal with presentation
5. Training programmes for trainers/ Nodal Officers (national/sub-national/agency) on the use of online National Reporting Database Portal to the line Ministries, Departments, Science and Technology Institutions.
6. Final rollout of online National Reporting Database Portal (after incorporating the suggestions/ comments raised by the experts during the national level dissemination and demonstration workshop, ICFRE and MoEFCC).

**7. COMPOSITION OF REVIEW COMMITTEE TO MONITOR CONSULTANTS WORK:**

- Project Director, ESIP, ICFRE: Chairman
- Head, Information Technology Division, ICFRE: Member
- Scientist (2 Nos.), Information Technology Division, ICFRE: Member
- Project Manager, ESIP, ICFRE: Member
- Project Coordinator, ESIP, ICFRE: Member
- Technical Manager, ESIP, ICFRE: Member
- Procurement Officer, ICFRE: Member
- Monitoring and Evaluation Consultant, ESIP, Member Secretary

**8. PROCEDURE FOR REVIEW OF PROGRESS REPORTS, INCEPTION, STATUS, FINAL DRAFT AND FINAL REPORTS:**

The review committee constituted for monitoring of works of consultant shall periodically review the progress of the consultant against the deliverables.

**9. LIST OF KEY PROFESSIONAL POSITIONS WHOSE CV AND EXPERIENCE WOULD BE EVALUATED:**

The Consultant must have been in operation for a minimum of 10 years with professional experience in developing web-based database systems and MIS. Experience should include developing interactive and user-friendly database for natural resource management, climate change adaptation and related field. Familiarity with natural resource management knowledge management systems. Also having experience in organization of training programmes related to web portal and MIS etc. Details of key professionals are as under:

S. No.	Key Experts	Area of Specific Expertise desired	Qualifications and Experiences
1	Team Leader	Expertise in developing web-based portals.	<ul style="list-style-type: none"> <li>• Post-Graduation in the relevant field</li> <li>• Minimum 10 years of experience in developing databases related to natural</li> </ul>



			<p>resource management, rural livelihood, land degradation and science &amp; technology in India.</p> <ul style="list-style-type: none"> <li>• Experience in developing web-based portals on issues related to land management, biodiversity conservation and climate change adaptation. Preferably on land degradation.</li> <li>• Proven experience in developing MIS at national level.</li> </ul>
2	Software Expert	Expertise in developing web-based applications and data base portals.	<ul style="list-style-type: none"> <li>• B. Tech./ MCA/ M.Sc. in Computer Science or IT</li> <li>• Minimum 8 years of experience in developing web-based applications.</li> <li>• Experience in developing and maintaining virtual, interactive web-based database portal.</li> </ul>
3	Networking Expert	Expertise in developing and maintaining web-based database systems.	<ul style="list-style-type: none"> <li>• B. Tech./ MCA/ M.Sc. in Computer Science and IT</li> <li>• Minimum 8 years of experience in developing and maintaining web-based database systems.</li> </ul>
4	Natural Resource Management Expert	Expertise in natural resource management and related issues	<ul style="list-style-type: none"> <li>• Post-Graduation in the relevant field or doctorate degree</li> <li>• Minimum 8 years of experience in natural resource management and issues related to land governance, protected areas management, climate change adaptation etc.</li> </ul>
5	Training Expert	Expertise in organizing trainings on IT related web portal/ database systems etc.	<ul style="list-style-type: none"> <li>• Post-Graduation in the relevant field or doctorate degree</li> <li>• Minimum 8 years of experience in organizing trainings on IT related web portal/ database systems etc.</li> </ul>

*The successful Consultants (consulting firm) may engage more experts if required to fulfill the assignment in a time bound manner on his own without any additional financial burden implicated on Client (ICFRE). Sub-contracting shall not be permitted.*

**Documents to be furnished with Expression of Interest**

The Expression of Interest for Developing an online National Reporting Database Portal for Capturing Trends and Status of Key Progress and Performance Indicators on Land Degradation and Desertification must be submitted along with the following documents:

- a) FORM 1: Details of Consultant/ Consulting Firm
- b) FORM 2: Compliance to Eligibility Criteria
- c) FORM 3: Credentials/ Past Experiences for projects cited under eligibility criterion 4
- d) FORM 4: Qualification and experience of the key professionals
- e) FORM 5: Proposed methodology for implementation of the assignment

**FORM 1: Details of Consultant/ Consulting Firm**

<b>Section 1: About the Consultant/ Consulting Firm</b>										
1	Name of Consultant/ Consulting Firm									
2	Details of the Consultant/ Consulting Firm	<ul style="list-style-type: none"><li>• Address of the Registered Office:</li><li>• Telephone:</li><li>• Facsimile:</li><li>• Website:</li></ul>								
3	Information about Consultant/ Consulting Firm	<ul style="list-style-type: none"><li>• Year of Establishment:</li><li>• Status of the Consultant/ Consulting Firm (Govt/Public Ltd./Private Ltd./LLP/Others):</li></ul>								
4	Name and designation of the person authorized to make commitments to the O/o Project Director, ESIP, ICFRE	<ul style="list-style-type: none"><li>• Name:</li><li>• Designation:</li><li>• E-mail:</li><li>• Contact Number:</li></ul>								
5	Annual Turnover of the last three Financial Years	<table border="1"><thead><tr><th>Financial Years</th><th>Annual Turnover (Indian Rupees)</th></tr></thead><tbody><tr><td>2016-17</td><td></td></tr><tr><td>2017-18</td><td></td></tr><tr><td>2018-19</td><td></td></tr></tbody></table>	Financial Years	Annual Turnover (Indian Rupees)	2016-17		2017-18		2018-19	
Financial Years	Annual Turnover (Indian Rupees)									
2016-17										
2017-18										
2018-19										

6	Number of Personnel	<ul style="list-style-type: none"> <li>• Total employee strengths of the Consultant/ Consulting Firm as on 31.12.2019</li> <li>• Number of professionally qualified key professionals working in the area related to Natural Resource Management</li> </ul>
<p><b>Section 2:</b> Consultant/ Consulting Firm needs to mention its core expertise areas and any other relevant details/experience of the Consultant/ Consulting Firm in a descriptive format. Consultant/ Consulting Firm needs to mention its Technical and managerial capability for executing each component of the indicative scope of works as per Terms of Reference.</p> <p>Please provide details (in not more than 2 pages):</p>		
This area is intentionally left blank for the respondent to provide details		

## **FORM 2: Compliance to Eligibility Criteria**

- Professional experience in developing web-based database systems and MIS
- Experience of the consultant in developing interactive and user-friendly database related to natural resource management/ sustainable land management/ climate change adaptation and related field.
- Familiarity with natural resource management knowledge management systems.
- Experience in organization of training programmes related to web portal and MIS etc.
- Annual turnover of consultant during last three financial years should be INR 10 Million and above.
- The consultant must have handled at least one assignment of INR 2 Million and above in the last three financial years
- Qualification and experience of the key professionals
- Proposed methodology and work plan for implementation of the assignment

<b>Eligibility Criteria</b>		<b>Compliance (Yes/ No)</b>	<b>Documentary Evidence Provided</b>
1	The Consultant/ Consulting Firm must be a registered legal entity and should have been in existence for at least 10 years as on 31 December 2019 with professional experience in developing web-based database systems and MIS		Copy of Certificate of registration issued by relevant authority in country of establishment
2	Average annual turnover in last 3 years should be not be less than Rs. 10 Million. In case of Joint Venture, the requirement needs to be fulfilled by the lead Partner.		Statutory Auditor's certificate (for FY 2016-17, FY 2017-18, FY 2018-19) that provides the information explicitly as per the specific requirement of the criterion.  OR Financial statements duly certified by the Chartered Accountant (for FY 2016-17, FY 2017-18, FY 2018-19) clearly indicating the turnover of the firm
3	The Consultant/ Consulting Firm must have handled at least one assignment of Rs. 2 Million for developing interactive and user-friendly database related to natural resource management/ sustainable land management/ climate change adaptation and related field etc. in the last		Statutory Auditor's certificate that provides the information explicitly as per the specific requirement of the criterion  OR Self-certification from authorized signatory on letter head of Consultant/ Consulting Firm stating information explicitly as per the specific requirement of the criterion

	three financial years		
4	Experience of the Consultant/ Consulting Firm in developing interactive and user-friendly database related to natural resource management/ sustainable land management/ climate change adaptation and related field etc. in the last 10 years		<p>Details of the experience should be submitted as per format in FORM 3 along with the following details:</p> <p>For completed projects:</p> <ol style="list-style-type: none"> <li>a. Copy of Purchase Order / Contract AND</li> <li>b. Copy of the Completion Certificate from the client.</li> </ol> <p style="text-align: center;">OR</p> <p>Certificate from authorised signatory on letter head of Consultant/ Consulting Firm indicating that the project has been successfully completed.</p> <p>For on-going projects:</p> <ol style="list-style-type: none"> <li>a. Copy of Purchase Order / Contract AND</li> <li>b. Certificate from authorised signatory on letter head of Consultant/ Consulting Firm indicating the activities completed under the assignment and the amount of payment received</li> </ol>
5	Other relevant documents		<ol style="list-style-type: none"> <li>a. Declaration that the Consultant/ Consulting Firm is not black-listed by any Government agencies in India</li> <li>b. Declaration that the Consultant/ Consulting Firm does not have any conflict of interest in terms of taking any assistance/ support from individual/ ICFRE who have been part of ESIP or the EOI publication process</li> </ol>

**FORM 3:** Credentials/ Past Experiences for projects cited under eligibility criterion 4 of Form 2 (Maximum 2 pages per credential)

Assignment Name:	Country: Location within the country
Name of Client:	Address:
Name of the Legal Entity in whose name the contract is:	Duration of assignment (months):
No. of man months of the assignment:	Start date (Month/year): Completion date (Month/year):
Approx. value of the overall contract (in Indian Rupees):	Approx. value of the services provided by your firm under the contract (in Indian Rupees):
Name of associated organizations, if any:	Role of Consortium member:
Narrative description of the Project:	
Detailed Scope of services, coverage and relevance to this project:	
Copy of Purchase Order / Contract attached?	YES / NO
Copy of completion certificate/ Certificate from authorized signatory indicating the current status of the project attached?	YES/NO

**FORM 4: Qualification and experience of the key professionals**

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**FORM 5:** Proposed methodology and work plan for implementation of the assignment

