

**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES)**

Meghalaya Basin Management Agency

Assignment Title: Selection of Support Agencies for under PRIME program by Meghalaya Basin Management Agency (MBMA)

Reference No: MBMA/PROC/GH/95/2019/ 74

1. The Government of Meghalaya (GoM) is in the process of implementing a comprehensive strategy for building livelihoods and nano enterprises across all blocks of the state. The underlying principle of this strategy will be to provide continuous assured income through various farm and off farm enterprises. These enterprises will be linked to markets, local and national, with a focus on developing the entire value chain of these activities. The overarching objective will be to have sustainable livelihoods as pathways out of poverty.
2. The Promotion and Incubation of Market-Driven Enterprise (PRIME) programme is an initiative by the state government and was launched on January 21, 2020 at the Meghalaya Entrepreneurship and Startup Summit. It is a comprehensive programme that looks at enterprise promotion and incubation in a holistic manner. The key components of the programme are- Setting up of PRIME hubs (PHs) in all district and block headquarters, Annual selection of STARTUP ENTERPRISES, Incubating 10,000 micro and NANO ENTERPRISES in a five year time frame, supporting 50,000 LIVELIHOOD ENTERPRISES through SHGs & Cooperative societies, creating dedicated funding windows, interest subvention programmes, credit enhancement through First Loan Default Guarantee (FLDG) schemes and using mindset interventions. (Note Annexure C)
3. The GoM through its not-for-profit company, Meghalaya Basin Management Agency (MBMA), proposes to enter into a public private partnership with such eligible organizations (herein after referred to as "Consultants") to leverage the knowledge and expertise of these organizations in rural livelihoods and enterprise promotion..
4. **Objective: the objective of this assignment is:**
 - a. Facilitate enterprise incubation programme to support the entrepreneurs registered with the EFCs and creating/upgrading and incubating enterprises across all "Prime Hubs" of the state. This is to be done by carrying out detailed value chain studies and formulating interventions based on the studies.
 - b. Ensuring that the services offered by the PHs are accessed by large number of rural households/
 - c. Facilitating the exchange of skills between the public and private sector.
 - d. Providing linkages to the "PRIME Hubs" with the extension services of departments at the block level.
 - e. Achieve annual targets in reaching out to nano entrepreneurs by providing necessary services.
 - f. Any other related assignment that MBMA may assign from time to time
5. **Period of Consultancy:** The time period for the said consultancy shall be 12 months from the date of award of contract. The duration may be extended if required with mutual agreement of the parties.
6. The Meghalaya Basin Management Agency invites eligible NGOs/Trusts/ Societies/ Cooperatives ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The short-listing criteria are annexed at Annexure – A. **The assignment will cover 38 blocks of 11 Districts of the State, hence interested consultants are invited to indicate their priority for the blocks as per**

Annexure - B. However, MBMA retains the right to allocate any block/s to eligible and experienced consultants based on their credentials.

7. Further information can be obtained at the address below during office hours [10.00 AM – 5.00 PM]
8. Expressions of Interest must be delivered in a written form to the address below through registered post/speed post/ courier/ by hand on or before July 6 2020

**The Chief Executive Officer
Meghalaya Basin Management Agency
C/o Meghalaya State Housing Financing Co-operative Society Ltd.
Nongrim Hills, Shillong-793003
Tel. no. 0364-2522921/2522992
Email ID: mbdaprocurement@gmail.com**

CONSULTANT'S PROFILE

A. Consultant's Profile			
Organizational	Name of the Organization:		
	Postal Address:		
	Telephone / Mobile no.		
	Fax/ E-mail/ Website:		
	Contact Person name and designation with contact details:		
	Date and place of Registration:		
	Registration No (Copy to be enclosed):		
	PAN Number:		
	GST Number:		
	Location of Head office:		
	Details of Branches if any:		
	Provide a brief description of the background of organization including brief description of Core staff:		
	Any other information which the consultant wants to add.		
B. Financial Information {Please enclose the financial statement of last three financial year. }			
	Provide the turnover on the basis of audited financial statement or Income Tax Returns of the previous three financial years in Indian Rupees.		
	2016-17	2017-18	2018-19

Annexure A

Eligibility and Shortlisting Parameters for Selection of Support Agencies under PRIME program by Meghalaya Basin Management Agency (MBMA)

:

Sl. No	Parameter	Indicator	Documents Required
Mandatory Criteria		The organization (NGO/Trust/Society/Cooperative etc.) must have a legal status	Copies of Registration certificate, PAN, GST etc.
1	Experience and Outreach Related	No of Years of experience in executing livelihoods development/ enterprise development projects based on participation principles in the Meghalaya since registration of organization	Relevant documents to prove the claims
		No of districts in which the organization is actively working for last three years at village level. Mention district (s)	
		No of villages in which the organization is actively working for last three years with communities. Mention villages and block	
		No of SHGs/ Producer groups formed	
		No of Enterprises supported/formed	
2	Partnership Profile of NGOs	Number of projects/ government departments with which the organization worked in partnership for implementing rural development projects in the state.	Relevant documents to prove the claims
3	Financial Status of the organization	Average annual funding support received from international/ national donor agencies for last three years	Relevant documents to prove the claims
		Average annual expenditure for last three financial years as per audited statement (including all sources of funding)	
4	Staff Profile	Total Nos of paid and full time employees working in the organization	Relevant documents to prove

Sl. No	Parameter	Indicator	Documents Required
		No of employees graduate in management /social science/social work/ anthropology/ humanities	the claims
		No of women professional employees in the organization	
		No of professional employees (paid and full time) who have more than 3 years of experience in the organization	
5	Infrastructure Related	Infrastructure Facilities - Whether the organization has its own office building or not?	Relevant documents to prove the claims
		Infrastructure Facilities - Whether the organization has its own training centre/ related facilities in the state _____ or not?	
		Infrastructure Facilities - Whether the organization has its own transportation facilities or not	
6	Recognition to the Organization	Whether the organization received any international/ national/ state/ district level awards for its performance and contribution	Relevant documents to prove the claims
7	Experience as a Resource Support Organization	No of Years of experience in livelihoods development/ enterprise development projects based on participation principles as a Resource Support Organization since registration of organization	Relevant documents to prove the claims
		No of partners to which the Organization provided/ is providing support services for Livelihoods Projects	
		Whether the NGO is already partner of Govt. of Meghalaya for executing any of Govt. funded projects as Resource Support Organization (Yes/ No). Provide details	
8	Networking and Partnership Profile	Whether the NGO is anchoring any network or providing secretariat support to any network/ consortium, If yes, provide details	Relevant documents to prove the claims
		Membership of the organization in any network/ association with a specific focus on livelihood promotion projects. If yes, provide details	

Sl. No	Parameter	Indicator	Documents Required
9	Areas of Operation	Name and Number of Blocks	Relevant documents to prove the claims

Annexure - B

SI No	Block	District	Indicate your priority by putting a "√"
1	Samanda	East Garo Hills	
2	Songsak		
3	Dambjo Rongjeng		
4	Bajengdoba	North Garo Hills	
5	Resubelpara		
6	Kharkutta		
7	Umsning	Ri Bhoi	
8	Umling		
9	Jirang		
10	Bhoirymbong		
11	Baghmara	South Garo Hills	
12	Gasuapara		
13	Rongara		
14	Chokpot		
15	Mawkyrwat	South West Khasi Hills	
16	Ranikor		
17	Rongram	West Garo Hills	
18	Demdema		
19	Selsella		
20	Tikrikilla		
21	Dadengre		
22	Thadlaskein	West Jaintia Hills	
23	Laskein		
24	Mawshynrut	West Khasi Hills	
25	Nongstoin		
26	Pynursla	East Khasi Hills	
27	Myllem		
28	Mawryngkneng		
29	Mawkynrew		
30	Mawsynram		
31	Sohiong		
32	Mawpat		
33	Shella		
34	Laitkhroh		
35	Mawphlang		
36	Mawlai		
37	Saipung	East Jaintia Hills	
38	Khliehriat		

Annexure - C

Background Note

1. The role of Micro, Small and Medium Enterprises (MSME) in employment generation, poverty reduction and growth promotion is well established. An immediate challenge for all economics around the world is generating employment for the millions of aspiring youth that are joining the workforce annually.
2. In the Indian context, 12 million youths are joining the workforce annually. However, the total number employed in public organizations and organized private sector is only about 30 million, meaning that there is no absorptive capacity in the formal sector for the new entrants into the labor force. Further, 32 percent of total 234 million non-farm labor force of the country are subsistence-driven entrepreneurs and only 36 percent of the total labor force works in firms that hire at least one person, compared to 94 percent in the US and 57 percent in Bangladesh. Finally, only 21 percent of non-farm employees work in MSMEs in India; these numbers are much higher in most developed and developing economics. All this means that there should be a much greater thrust on Entrepreneurship.
3. Meghalaya is a small state in the North population is predominantly tribal (85.9 as per the 2011 census). The population of the State is 29.7 lakh, about 80 % of the population lives in rural areas and is dependent on agriculture and allied activities for their livelihoods. The State Government sees promotion of Entrepreneurship as one of the core development strategies and recognizes the critical need for private sector led growth. Accordingly, substantial efforts have been made in the last few years towards building an entrepreneurial ecosystem in the State. Some of the key initiatives include:
 - i. Establishing institutions like the Meghalaya Basin Development Authority (MBDA) and the Meghalaya Institute of Entrepreneurship (MIE) as the nodal knowledge and capacity building institutions for enterprise development.
 - ii. Changing the development narrative from a subsidy- based, government-program driven approach to a credit-linked enterprise approach through advocacy and IEC campaigns.
 - iii. Setting up of Enterprise Facilitation Centres (EFCs) in every block as hubs for providing business development services.

- iv. Focusing on bringing about convergent action across development departments so that limited resources could be effectively used to plug critical gaps in the product value chains.
 - v. Mobilising resources through Externally Aided Projects for Enterprise Promotion.
 - vi. Incentivizing existing entrepreneurs
Entrepreneur of the Month program.
 - vii. Bringing out the State Start-up policy that provides incentives for start-ups and for setting up of business incubators.
 - viii. Launching an enterprise ideas challenge (CMs E-champions challenge) to select and incubate top entrepreneurship ideas in the State.
4. The State Government, based on the learning of all the Entrepreneurship promotion initiatives, now wants to launch a comprehensive program that looks at Enterprise promotion and incubation in a holistic manner. This program is being called the PRIME (Promotion and Incubation of Market-driven Enterprises) program. The following are the key components of the PRIME program.
- i. Setting up PRIME Hubs as the anchors for enterprise promotion in all district and block headquarters by upgrading existing Enterprise Facilitation Centres. The PRIME Hubs will be centres for Innovation, Knowledge sharing, Incubation and Skill development.
 - ii. Selecting top entrepreneurial ideas annually (about 100) and incubating them. These small number of STARTUP ENTERPRISES will be largely innovation based and will be the vanguard of entrepreneurship in the state.
 - iii. Incubating 10,000 micro and tiny MASS ENTREPRENEURS (predominantly imitation-based), in a five year time frame, through providing comprehensive business development, market and technology access and credit linkages at the PRIME Hubs.
 - iv. Supporting 50,000 LIVELIHOOD ENTERPRISES, which are predominantly single individual livelihood activities, through the networks of Self Help Groups and Cooperative Societies.
 - v. Creating dedicated funding windows, interest subvention programs and First Loan Default Guarantee (FLDG) schemes to provide comfort to banks and financial institutions that lend to all the three categories of entrepreneurs.
 - vi. Using mindset interventions to ensure greater entrepreneurial success and nurturing entrepreneurial mindsets in schools and colleges.
5. Under the PRIME program, any individual producing goods and services for the market is considered an entrepreneur. Table below summarizes the different categories of entrepreneurs.

Entrepreneur Type	Definition	Credit Source	Examples
Start-up Entrepreneur	<ul style="list-style-type: none"> -largely innovation based -area of coverage extends beyond a block or district -employ or create additional income for more than 20 people 	<ul style="list-style-type: none"> -Venture Capital Funds -Angel Investors -Banks 	<ul style="list-style-type: none"> -tech start-ups -large exporters of agricultural produce
Nano Entrepreneur	<ul style="list-style-type: none"> -largely imitation based -employ or create additional income for 2-20 people -local resources for nearby markets -serve local communities 	<ul style="list-style-type: none"> -Banks, based on replicable packages/ franchise models developed under the program 	<ul style="list-style-type: none"> -aggregators of agriculture produce -small value addition units -small tourism resorts, restaurants, travel agents
Livelihood entrepreneur	<ul style="list-style-type: none"> -single entrepreneurs -focus on productivity increases 	<ul style="list-style-type: none"> -Directly from SHGs or Cooperatives 	<ul style="list-style-type: none"> -farmers, weavers

Newspaper advertisement

MEGHALAYA BASIN MANAGEMENT AGENCY (MBMA)

Expression of Interest (EOI)

Meghalaya Basin Management Agency (MBMA) invites expressions of interest from eligible NGOs/Trusts/ Societies/ Cooperatives ("Consultants") to indicate their interest in providing the Services etc. for the following assignment:

Support Agencies under Promotion and Incubation of Market-Driven Enterprise (PRIME) program by Meghalaya Basin Management Agency (MBMA)

Last date for Submission of the Proposal: **on or before July 6 2020 by 5:00 PM.**

Details are available at **www.mbda.gov.in**

The responses must be submitted in a sealed envelope to:

The Chief Executive Officer, Meghalaya Basin Management Agency, C/o Meghalaya State Housing Financing & Cooperative Society Ltd., Upper Nongrim Hills, Shillong- 793003. Phone: 0364-2522921/2522992.

All interested parties to keep themselves updated on any addendums or ToR updations through this website. No further newspaper advertisements will be published