

# **West Bengal State Rural Development Agency**

(An Agency of the Panchayats & Rural Development Department, Government of West Bengal:  
Registered under the West Bengal Societies Registration Act, 1961, Registration No.S/IL/17726 of 2003-2004)

## **Institutional Strengthening of Gram Panchayats (ISGP) Project Cell**

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### **India: Institutional Strengthening of Gram Panchayats Project (ISGPP) (P105990)**

#### **Hiring of services for conducting Annual Performance Assessment of Gram Panchayats [Package No. WB/ISGP/C/010(R-2)] Credit No. (4758-IN)**

#### **Expression of Interest**

No: 185/ISGPP/20E-2(Proc)/42

Dated: Kolkata, the 10<sup>th</sup> February, 2012

1. This request for expressions of interest follows the General Procurement Notice that appeared in Development Business for this project Dated February 10, 2010.
2. The Panchayats and Rural Development Department, Govt. of West Bengal, has received a credit of US\$ 200 million equivalent from the International Development Association (IDA) towards the cost of the Institutional Strengthening of Gram Panchayats Project (ISGPP) in West Bengal, and it intends to apply part of the proceeds of this credit to payments under the contract for **“Hiring of services for conducting Annual Performance Assessment of Gram Panchayats”**. The specific assignment for the consultant firm is to visit all 1000 project Gram Panchayats and assess the performance of the Gram Panchayats spread across 9 selected districts of West Bengal during 2011-12 and 2012-13 against predefined indicators / benchmarks related to (i) planning and budgeting; (ii) project execution and service delivery; (iii) accounting, financial reporting and audit and (iv) participation, transparency and accountability issues of Gram Panchayats(GPs). A Performance Assessment Schedule (APA) has been developed by the ISGPP Cell which includes the above mentioned indicators/benchmarks. The PA Schedule has two parts, viz, (1) Mandatory Minimum Conditions (MMCs) - there are four MMCs, one under each performance area and (2) Objective Assessment Criteria - with a list of criteria under each of the four performance area with specific scores. 25 points have been allotted under each performance area. To become eligible for accessing Block Grants, the GPs have to satisfy all the MMCs and obtain at least 60 points out of 100 after satisfying criteria under the said performance areas (applicable for performance of GPs made during 2011-12 FY). The GPs have to score at least 70 in the APA to be conducted in 2013-14 for assessing the performance of GPs during 2012-13 FY. The result of Annual Performance Assessment will be used:

- a) to provide an independent and impartial mechanism to assess whether or not the GP is eligible for accessing the ISGP Grant in the financial year 2013-14 following the assessment to be done in May-October 2012 on the performance of the GP during 2011-12. If the same firm conducts the APA exercise in 2013-14 after having successfully and properly completed the APA exercise in 2012-13, then the performance of GPs during 2012-13 will have to be assessed.
  - b) to identify the institutional strengths and weaknesses of the GPs on the basis of independent assessment, which will assist the GPs, concerned institutions and the ISGP Project Cell to identify areas for improvement and monitor progress in the four key performance areas.
3. The Consultant will be responsible for development of survey instruments (although the score-based indicators/benchmarks have already been developed), engagement and training of required staff, Annual Performance Assessment (APA) exercise implementation and documentation. The Consultant shall be expected to complete the APA exercise within 23 weeks from the date of award of contract. But the consultant shall submit the final list of names of both the qualifying and non-qualifying GPs in the assessment process and the reasons behind their qualification and disqualification at the time of submission of the draft report by 17 weeks from the date of award of contract.
  4. The ISGPP Cell of WBSRDA, now invites eligible consultants to indicate their interest in providing the Consultancy Services. Interested consultants must provide information indicating that they are qualified to perform the Services (brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc.). Consultants may associate to enhance their qualifications. The “Association” may take the form of a joint venture (with joint and several liability) or of a sub-consultancy.
  5. A consultant will be selected in accordance with the procedures set out in the World Bank’s Guidelines: Selection and Employment of Consultants by Bank Borrower, January 2011 available at [www.worldbank.org/procure](http://www.worldbank.org/procure).
  6. Interested Consultants may obtain further information at the address given below from 10.00 – 17.00 hours on all working days from Monday to Friday.
  7. Expression Of Interest super scribed “**Hiring of services for conducting Annual Performance Assessment of Gram Panchayats**” must be delivered to the following address not later than **15.00 hrs on February 27, 2012**. The proposals are to be submitted in Hard copy only (electronic submission of the proposal is not acceptable).

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