

National Institutes of Public Cooperation and Child Development
5, Siri Institutional Area, Hauz Khas, New Delhi - 110016

National Institutes of Public Cooperation and Child Development (NIPCCD) is an autonomous body working under the aegis of Ministry of Women and Child Development invites Request for Proposal (RFP) for selection of an agency with adequate experience in imparting Training to Elected Women Representatives of Panchayati Raj Institutions to conduct training programmes (Capacity Building Programmes) for Elected Women Representatives of Pilibhit District of Uttar Pradesh. The details of Terms of References (ToR) is published in the Website of the Institute and CPP.

The RFP consist of Technical and Financial Bid in two separate envelopes cover in a big envelope may be submitted to Room no. 202, 2nd Floor, NIPCCD, 5, Siri Institutional Area, Hauz Khas, New Delhi 110016 latest by 3.00 pm on 14.12.2018 with an earnest money of Rs. 20,000/- in the form of Bank Draft in favour of Director, NIPCCD. The bid will be opened at 3.30 pm on the same day.

Capacity Building Programme for Elected Women Representatives of Panchayati Raj Institutions – Phase II

Terms of References: To undertake the capacity building of Elected Women Representatives of Panchayati Raj Institutions Phase II

Background

The path-breaking enactment of the 73rd Amendment Act of the Constitution during the year 1992 was a landmark for women's political empowerment, mandating reservation in at least one-third of the seats of all Panchayat Councils and one-third of the Pradhan positions for women. The Balwant Rai Mehta Committee (1957) examined the working of the Community Development Programme (1952) and the National Extension Service (1953) and suggested measures for their better working. The Committee in its report recommended the establishment of the scheme of 'democratic decentralization' which was known as Panchayati Raj. Two decades later, the Asoka Mehta Committee Report (1974) on Panchayati Raj Institutions made far reaching recommendations for the revival of Panchayats to restructure their institutions of local government. However, experience indicates that representation does not automatically lead to participation. It has been noted that despite being elected as 'Panch and Sarpanch' at the village, block and district level, the optimal participation of women in programmes and policies is still far from reality.

2. The Capacity Building of Elected Women Representatives (EWRs) is essential to empower women to participate effectively in the governance processes. It was in this backdrop that the Ministry of Women and Child Development, Government of India initiated an extensive training programme through the National Institute of Public Cooperation and Child Development (NIPCCD) with an objective of empowering EWRs who will serve as catalysts for social change and function as peer facilitators in the field.

Based on the Success of First Phase, **Capacity Building Programme for Elected Women Representatives of Panchayati Raj Institutions- Phase II** is being under taken in select states/ UTs with the following objectives.

3. Objectives

The major objectives of the training programme of EWRs will be:

- deliberate upon issues related to empowerment of women and children and functioning of PRIs;
- discuss flagship programmes of Central and State Government for women, children and marginalized groups;
- impart knowledge on legislations for the protection of the vulnerable;
- provide practical know-how to monitor asset creation and public works in the villages and process of participatory planning in local governance; and
- discuss recent developments related to dry dairy farming and e-banking, cashless transactions etc; and
- Enable women to identify their leadership potential to contribute effectively as change agents.

4. Training Methodology:

Second phase of Capacity Building Programme for EWRs will be initiated in seven blocks of Philibhit district of Uttar Pradesh:

S.No	Name of blocks	No. of EWRs to be Trained
1.	Amariya	43
2.	Marauri	42
3.	Lalurikhera	32
4.	Barkhera	44
5.	Bilsanda	43
6.	Bisalpur	38
7.	Puranpur	73
	Total	315

5. NIPCCD had prepared a Training Framework to train Master Trainers for imparting Three-Day Training and set of Eight Booklets for dissemination among EWRs. Based on suggestions and recommendations of Hon'ble Minister MWCD and learnings from Phase I, the eight booklets were further simplified and revised in the form of **Handbook** which would be comprehensible on the part of EWRs focusing on issues from the perspectives of women and children and empowering them. Further, this Handbook would be translated into regional languages.

6. The training will be conducted using participatory methodology. It will focus on interactive learning mechanisms which will involve high levels of group interface using defreezing, energizers and exercises. Considering that the participants are adult learners, focus will be on recognition of their knowledge and sharing of experiences. Audio visual aids will extensively be used to deliberate upon the content of the programme. Since participants would be women, the content and presentation would be planned from a gender sensitive perspective to ensure higher connection, relativity and retention.

Handbook

1. Know your village
2. Empowering Women in Panchayati Raj Institutions
3. Leadership
4. Laws and Legal Rights
5. Child Protection
6. Programmes and Schemes
7. Self Help Groups
8. Assets of a Community
9. Road Construction
10. Pond Excavation
11. Dry Dairy Farming
12. Administration
13. Linkages of Gram Panchayat
14. Financial Literacy
15. Online Safety

7. Convergence and Networking: Convergence with various Departments at the district level will also be sought while organizing the training programme. This could comprise institutions of the Departments of Panchayati Raj, Agriculture, Women & Child Development, Rural Development etc. The availability of Institutions with adequate infrastructure, human resources and willingness to undertake the training will be explored and a comprehensive list of Institutions will be prepared. A list of Master Trainers will be invited from these select Institutions from 18 states to undergo Training of Trainers (ToT) Programme to be imparted by

NIPCCD. However, number of trainers will be decided in proportion to number of districts in the state. The venue for training of EWRs will be based on the logistics/training setup available in these districts from where they are nominated. Training Centres of different departments at district level will be mapped for seeking support. Facilities of NIRDPR, SIRD, KVK, DRDA, Training Centres of Agriculture and Irrigation Departments etc. will be explored.

8. Outcome of Training:

The impact of training will be assessed through administration of specific tools developed by NIPCCD based on its expertise. Appropriate schedules will be prepared for pre-training stage and post-training stage. The Trainers will analyze the responses which will help in the assessment of the impact of training upon the participants.

9. Time Line

The training of Elected Women Representatives of Pilibhit District will be conducted on a project mode. It will take one month time for the whole process of training to be wrapped up in the proposed 7 blocks of Pilibhit District.

10. Monitoring and Evaluation

NIPCCD will play a prominent role in supervision and monitoring of the training programmes at the field level as well. The faculty of NIPCCD Headquarters and its Regional Centres will monitor these training programmes organized by Master Trainers for the purpose of quality assessment.

Technical Proposal

Genesis: The path-breaking enactment of the 73rd Amendment Act of the Constitution during the year 1992 was a landmark for women's political empowerment, mandating reservation in at least one-third of the seats of all Panchayat Councils and one-third of the Pradhan positions for women. The Balwant Rai Mehta Committee (1957) examined the working of the Community Development Programme (1952) and the National Extension Service (1953) and suggested measures for their better working. The Committee in its report recommended the establishment of the scheme of 'democratic decentralization' which was known as Panchayati Raj. Two decades later, the Asoka Mehta Committee Report (1974) on Panchayati Raj Institutions made far reaching recommendations for the revival of Panchayats to restructure their institutions of local government. However, experience indicates that representation does not automatically lead to participation. It has been noted that despite being elected as 'Panch and Sarpanch' at the village, block and district level, the optimal participation of women in programmes and policies is still far from reality.

2. The Capacity Building of Elected Women Representatives (EWRs) is essential to empower women to participate effectively in the governance processes. It was in this backdrop that the Ministry of Women and Child Development, Government of India initiated an extensive training programme through the National Institute of Public Cooperation and Child Development (NIPCCD) with an objective of empowering EWRs who will serve as catalysts for social change and function as peer facilitators in the field.

3. Objectives

The major objectives of the training programme of EWRs will be:

- deliberate upon issues related to empowerment of women and children and functioning of PRIs;
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- discuss recent developments related to dry dairy farming and e-banking, cashless transactions etc; and
- Enable women to identify their leadership potential to contribute effectively as change agents.

The agency will be evaluated on the following criteria:

1. Status of Registration/Renewal
2. Annual Report for the last three years
3. Audited annual accounts for the last three years upto 2017-18
4. Years of Experience imparting training to Government Run Programmes
5. Experience imparting training to Panchayati Raj Institutions
6. Evaluation Study conducted if any
7. Income Tax Return for the last three years
8. GST registration
9. Name and details of the board members with Aadhar and PAN numbers

Performance Security

The successful bidder have to deposit 10% of the bid amount as performance security by way of Bank Guarantee/Demand Draft within 5 days of issue of the offer letter.

A. Proforma for Technical Proposal

To

The Joint Director (PC)
Room No.201, NIPCCD
Hauz Khas
New Delhi

Subject: Technical Proposal for selection of an Agency for Imparting Training of EWR of PRIs.

Sir,

With reference to advertisement, we are submitting our proposal for above work as per details as follows:

Sl. No.	Particulars	Compliances
1.	Status of Registration/Renewal	
2.	Annual Report for the last three years	
3.	Audited annual accounts for the last three years upto 2017-18	
4.	Years of Experience imparting training to Government Run Programmes	
5.	Experience imparting training to Panchayati Raj Institutions	
6.	Evaluation Study conducted if any	
7.	Income Tax Return for the last three years	
8.	GST registration	
9.	Name and details of the board members with Aadhar and PAN numbers	
10.	Details of Earnest Money	

We accept all terms and conditions mentioned in the ToR.

(Signature of the bidder with date and seal)

B. Format for Financial Proposal

To

The Joint Director (PC)
Room No.201, NIPCCD
Hauz Khas
New Delhi

Subject: Technical Proposal for selection of an Agency for Imparting Training of EWR of PRIs.

Sir,

With reference to advertisement, we are submitting our rates for above work as per details as follows:

S.No.	Head	Amount
1.	TA to Participants	
2.	Honorarium to Resource Persons	
3.	Boarding for 45 participants	
4.	Stationery and Postage etc.	
5.	Kit for Participants	
6.	Contingency	
7.	Administrative Charges	
	Total	
	GST	
	Grand Total	

- Note: 1. The Institute's norms for payment of maximum amount of TA is Rs. 200 per day per participant
2. Unit of one Training Programme would be 45 Participants. The programmes will be organized at the block headquarters. Duration of the programme is 3 working days and it's a non- residential programme

(Signature of the bidder with date and seal)