

Terms of Reference for undertaking Concurrent Evaluation of RKVY for XII Plan.

1. Objective:

As envisaged in the Operational Guidelines of Rashtriya Krishi Vikas Yojana (RKVY) 2014, Ministry of Agriculture, Department of Agriculture & Cooperation (DAC) will engage the agency for conducting State specific and Pan India concurrent evaluation of implementation of the RKVY for the remaining period of XII Five Year Plan period, i.e., 2015-16 and 2016-17.

2. Objective of concurrent evaluation:

To determine the relevance and fulfillment of RKVY objective, as well as efficiency and effectiveness in each of the in implementing RKVY, by -

- (i) Evaluating the process of planning, screening, sanctioning, implementation and monitoring of RKVY major projects by State Govt.
- (ii) Examining physical and financial achievements against targets of the major projects.
- (iii) Detailing changes in area, production, productivity and funds flow to Agriculture and allied activities during the year /season of evaluation (Kharif & Rabi) in comparison to the base year, i.e., a year / season previous to the evaluation period, and assessing the overall impact on agricultural productivity and performance due to RKVY initiatives.

Concurrent evaluation must come out with corrective and remedial measures for each of the season for better and useful implementation.

3. Scope of Evaluation & Methodology:

- Planning Process in the State: Adequacy and relevance of State and District Agriculture Plans, State Agriculture Infrastructure Development Programme (SAIDP).
- Functioning of State Level Committees: State Level Project Screening Committee (SLPSC), State Level Sanctioning Committee (SLSC).
- Process of Project formulation: How the States are preparing and screening projects, level of convergence linkage with DAP, SAP, SAIDP etc.
- Fund Flow in the State (from State to Implementing Agencies) – How efficient or inefficient is the process, extent of delay, why and how?
- Level of monitoring by States: Mandated by para 12.3 & 12.4 of RKVY Guidelines.
- Field Level project execution and their impacts (major projects): Field Survey twice a year in all implementing States. Field level study will cover sub – sector wise impact / evaluation for production growth of major projects (e.g., crop, horticulture, animal husbandry, mechanization, etc.) as well as evaluation of major multi-sectoral infrastructure projects like Dairy development, Custom Hiring Centres, Cold Storage, Soil Testing Laboratory etc.

4. Coverage and Sample Size:

- a) All States.
- b) Major components and activities.
- c) Production growth data should be collected in two seasons viz., Rabi and Kharif and evaluation reports must be prepared twice in a year. While

first report should include the evaluation of the Kharif season the second report will consist of the evaluation report of the Rabi season. The Rabi season report shall also contain the full year evaluation that will include the findings of the Kharif season as well as Perennial Crops.

- d) Infrastructural and asset projects must be analysed separately across states once in a year and shall form the part of the Rabi season report.
- e) At least 10% of RKVY projects should be covered in the study which will include both production growth and infrastructure & assets projects. Selection of RKVY projects should be such that it will cover maximum types of scheme under RKVY with due focus on innovative projects undertaken by the states. In Infrastructure and assets category, the sample should also include appropriate mix of projects continued from previous year in the year of study, projects substantially completed or completed during the year of study. In completed projects, it may be seen whether benefits have actually started flowing to intended beneficiaries.
- f) Sample size should be at least 20% of districts in the State but not less than 5 districts in any State or all the districts if a state has less than 5 districts.
- g) Unit of study should normally be beneficiary household / producer / farmer within a taluka or cluster of villages (for production oriented projects). For infrastructure & community projects, the unit would be the concerned implementing agency. In case of a cluster project, the whole cluster shall be included for study as unit.

5. Approach and Research Design

A core team comprising various faculty experts shall be constituted for undertaking concurrent evaluation of RKVY programmes. The states shall be grouped into four regions, i.e., North, West, South and East (including the North-East), each region headed by an expert. The core team should be supported by senior and junior researchers and field investigators for collection of primary and secondary data from

every state after completion of Kharif and Rabi season. The selected agency is free to select state wise agencies for collection and analysis of data, but all the responsibility for undertaking Evaluation as per these terms and conditions will be vested with the selected agency. All the administration support will be extended to have access to data reporting with Govt. Institutions/ Universities/Departments.

6. Deliverables:

6.1 The Agency will submit two reports every year containing state and all-India analysis to the DAC. Every report will be submitted in five hard copies besides soft/electronic copy(PDF and word). The first report shall contain only the Kharif season details while the second report shall consist of full report containing both Kharif and Rabi season reports along with the infrastructure report. Three hard copies of the state report and soft copy will be sent to each state government also

6.2 The reports will contain analysis of secondary data on major RKVY schemes / projects related to the pattern of utilization, amount allocated and released and its impact in terms of physical and financial outcomes. The reports will also contain Sectoral analysis. It will cover major sectors having higher expenditure among the RKVY projects implemented in various states. The outcome of the project in terms of increase in production, productivity and income will be evaluated by the primary survey data.

6.3 The reports will identify the shortcomings in implementation of different schemes, evident leakages or misutilization and suggest corrective measures and guidelines for allocation of RKVY funds for the forthcoming year.

6.4 Besides the reports, the agency will also give presentation about the report before the senior officers of DAC, once on Rabi report and second on Kharif/Yearly Report.. In respect of state specific reports, presentation will also be given by the agency before the SLSC or SLPSC or Agriculture Production Commissioner of the respective states. Generally it is expected that atleast one presentation will be made to each state in one year in consultaion with DAC.

7. Budget/ Payment Schedule:

The terms of payment for assignment under this Scheme will be as under :

- (i) First installment: 20 per cent of the quoted yearly fees on signing of the agreement shall be made as mobilization advance.
- (ii) Second installment: 30 per cent of the yearly fees, subject to (a) submission of the Kharif report(5 copies of the draft report including executive summary) within the time frame stipulated in the agreement and (b) a presentation on the draft report being made before the DAC at New Delhi and the draft report being found to be generally acceptable.
- (iii) Third and final installment: balance 50 per cent on submission of the second and final report (Rabi report and Infrastructure report included) and a presentation on the draft report being made before the DAC at New Delhi and the draft report being found to be generally acceptable.

8. Period of Engagement

The Agency will be engaged for the remaining period of XII Plan i.e. years 2015-16 and 2016-17. The engagement of the the agency may be extended (if required) for carrying out concurrent evaluation of the scheme during 2017-18 and 2018-19 on 10% escalated budget of 2015-16.

9. If, the Agency does not fulfill the terms and conditions of tender, or, there is delay in submission of reports, or, there is lake of quality in work, no extension for the next year's will be given to the Agency to conduct Concurrent Evaluation.

10. Submission of Proposal:

All the agencies shortlisted by RKVY Division with the approval of Secretary will be provided this document by E-mail and hosted on the website of DAC. Agency may submit the financial proposal in a separate sealed envelope marked "FINANCIAL PROPOSAL". This envelope should be sealed in another envelope super-scribed as

'Proposal for Appointment of Agency for Concurrent Evaluation of RKVY' scheme and should be sent at the following address:

Deputy Secretary (RKVY),
Ministry of Agriculture,
Department of Agriculture & Cooperation,
Room No.39B, Krishi Bhawan,
New Delhi - 110001.

The schedule for submission will be as follows

Last date of submission of Financial Bid

Issue date of this notice-	21.04.2015
Any query by the Agency to be received in DAC	30.04.2015
Discussion +pre bid - (Venue - Room No138/142, Krishi Bhawan, New Delhi, Time - 04:00 p.m.)	05.05.2015
Clarification in writing and amendment in this document if any	12.05.2015
Final date of Bid submission -	19.05.2015 (till 3 p.m)
Opening of Bid	19.05.2015 (4 p.m Room no 39B)

11. Other terms and conditions:

The other general terms and conditions applicable to each assignment under this Scheme will be:

- (i) The assignment should be completed within the time stipulated in the agreement. Delay in submission of the report beyond the stipulated time will attract penalty to be decided by DAC or non-extension of agreement for 2017-18. For factors beyond the control of the institution given the assignment, suitable extension in time may, however, be granted at the request of the institution.
- (ii) The Government shall not pay any extra amount for any escalation in the cost of the assignment beyond the time period stipulated in the agreement.
- (iii) The total fee for the study as agreed with the organization will include service tax and other tax, if any, and the liability of payment of the tax will be of the Institution conducting the study.

(iv) 20 hard copies of the final report, 20 hard copies of the executive summary and 5 CDs containing the final report shall be submitted before releasing the final installment of payment.

(v) During the currency of the assignment, Government may modify the TOR and other terms and conditions of the assignment, if necessary, in order to strengthen/ deepen its scope/coverage.

(vi) The draft/final reports and the contents thereof would be the intellectual property of the Government and would not be published by the institution concerned without prior approval of the Government.

(vii) In case of change of consultant/team leader during the currency of study, the new consultant/team leader may be appointed by the Institution with the prior approval of the Ministry.

(viii) The raw data/ processed data findings should not be disclosed by the Institution to any third party without prior approval of the Government.

Submission of Bid

The Bid as per details given above alongwith the clear cut budget requirement should be submitted to the address given below:

Deputy Secretary (RKVY),
Ministry of Agriculture,
Department of Agriculture & Cooperation,
Room No.39B, Krishi Bhawan,
New Delhi - 110001.

Circulation

The bid document is being circulated to following four shortlisted organizations-

- i) Institute for Social and Economic Change, Bangalore.
- ii) Institute of Economic Growth, New Delhi.
- iii) International Food Policy Research Institute, New Delhi.
- iv) NABCONS, Mumbai.

**PROFORMA (FINANCIAL BID)
AGENCY'S FINANCIAL PROPOSAL**

**Financial Bid for conducting Concurrent Evaluation Study of
Implementation of the Scheme Rashtriya Krishi Vikas Yojana (RKVY)**

S. No.	Subject	Amount (In Rs.)
1	Yearly cost of conducting Concurrent Evaluation of the scheme Rashtriya Krishi Vikas Yojana (RKVY) during the 12 th Plan period (Inclusive of all the expanses for the evaluation study report).	
2	Service Tax and other taxes, if any	
3	Total Cost (1+2)	

Note: No other payment in any form except above shall be admissible.

(Signature of Authorized Person and Seal of Organisation)