

Maharashtra Agricultural Competitiveness Project (MACP)
Consultancy Services for MACP
Expressions of Interest

The Government of Maharashtra has applied for a credit/loan from the International Bank for Reconstruction and Development (IBRD) /International Development Association (IDA), and intends to apply part of the loan/credit proceeds to make payments under the contract for the **Procurement Training and Help Desk Service** :

The MACP now invites eligible consultants to indicate their interest in providing the services. A Consultant will be selected in accordance with the procedures set out, in the world Bank's Guidelines: Selection of Employment of Consultants by World Bank Borrower (current edition). Interested consultants may obtain further information about the services, procedures for submitting the EOI etc. at www.msamb.com.

Consultants may associate other consultants to enhance their qualifications/skills.

Expressions of Interest must be delivered to the address below

The date of submission of proposal is extend upto 10th April 2010

The Project Director,

Maharashtra Agricultural Competitiveness Project (MACP)
F/E/78, 1st Floor, Maharashtra state Co-operative Agricultural & Rural Multipurpose
Development Bank's Training Center Building, Near Pune APMC,
Market Yard, Gultekadi, Pune- 411037
Ph. No. 020- 24270315 / 24270316, Fax - 020- 24270322

MAHARASHTRA AGRICULTURAL COMPETITIVENESS PROJECT (MACP)
F/E/78, 1st Floor, Land Development Banks Training Center,
Marketyard, Gultekdi, Pune-4110037

Letter for Expression of Interest

Dear Sir/Madam,

1. Letters for expression of interests are invited from qualified and experienced service providers who wish to be considered to undertake Services for **“Procurement Training and Help Desk Services for World Bank Project”** of Maharashtra Agricultural Competitiveness Project. The Government of Maharashtra through Government of India has applied for a loan from International Development Association and the International Bank for Reconstruction and Development and intends to apply a portion of the proceeds of this loan to finance the above Services.
2. The objectives of the Services which will be carried out jointly with staff of the Maharashtra Agricultural Competitiveness Project (MACP)) are:
 - 1) Develop training curriculum and package for conducting training on Procurement of work, goods, consultancy services and trainings.
 - 2) Conduct 5 days training programme in Pune for 30-40 participants and 2 days orientation programme for management attention on Procurement.
 - 3) Provide dedicated email support to the procurement officers at various levels to clarify any doubts and advise on procurement action for the first six month of the project.
3. The expected results of the services are
 - i) Staff from all key implementing agencies would have reached a basic level of understanding about World Bank procurement procedure as applicable to the project. .
 - ii) Help desk service for a period of six months.
4. The service provider who are interested in being considered for this assignment should fulfill the following criteria:
 - i) Should have experience in development of the training modules based on the latest World Bank Procurement Guideline.

ii) Should have experience the training the procurement personnel's related to the World Bank project.

iii) Should have adequate infrastructure for conducting the above mentioned training and for help desk service

5 Duration of the services will be of eight months.

6. Service provider or associations of service providers, who are interested in being considered for the assignment, should submit information in the format indicated in the attachment to this letter as Information Form. They should support their experience in "Procurement Training and Help Desk Service" and in particular, in the above-mentioned fields. They should also indicate their experience in conducting similar assignment in developing countries.

7. Criteria for Evaluation of EOI

The EOIs would be evaluated on the basis of the following criteria.

a) Past Experience of the firm

- Number of years experience
- Past Experience of work of similar nature
- Past experience in carrying out work in related sectors.
- Experience of working with government.

b) Experience of Key Personnel

- Qualifications
- Relevant Experience

c) Financial Strength of the Consultant

- Turnover figure of Last three years.
- Net Profit figure for Last three years.

Based on the short listing best 6 firms will be considered for inviting technical and commercial proposal.

8. Expressions of interest with the accompanying material should be submitted to the Project Director, Maharashtra Agricultural Competitiveness Project (MACP) by 26th March 2010 between 11.00 to 17.00 hrs at the address below.

Project Director

Maharashtra Agricultural Competitiveness Project (MACP), F/E/78, 1st Floor, Land Development Banks Training Center, Marketyard, Gultekdi, Pune-4110037

9. Please note that no proposals are required now. On the basis of obtained information from interested consultants, (MACP) will prepare a shortlist of 4 to 6 consultants who will be invited to submit proposals.

To,

The Project Director

MACP

Maharashtra Agricultural Competitiveness Project

INFORMATION FORM

1. Name of Consultants (Leading Partner)

Address:

Telephone No.:

Telex:

Telefax:

Registered officer address:

2. Description of consulting firm (Ownership and Organization)

3. Number of years experience (internationally)

4. Names and addresses of associated consultants and subsidiaries to be involved in the Consultancy Services and a short description of their role in the Consultancy Services.

5. Experience in the Region

6. Organization chart showing the consultants structure

7. Capital of consultant (Financial Statements for the last three years)

Subsidiaries and associates

Annual fees in the last five years in current INR

Financial references (Name and address of banks)

8. Professional staff available for the assignment (CVs)

9. Relevant experience of consultants and their associates obtained in the last five years.

10. Additional information.

Annexure 61

The Draft Terms of Reference for Procurement Training Consultant and Help Desk Service

I. Back Ground:

The Government of Maharashtra through Government of India has applied for a loan from International Development Association and the International Bank for Reconstruction and development for implementation of Maharashtra Agricultural competitiveness Project.

The development objective of the Maharashtra Agriculture Competitiveness Project (MACP) is to foster the development of more competitive marketing systems; and improve market access for farmers and livestock producers through enhanced knowledge and more effective producer organization. The objective will be achieved through (i) expanding market infrastructure and improving farmer access to market opportunities; (ii) facilitating intensification and diversification of production activities and (iii) project coordination and management.

1. Expanding marketing infrastructure and market opportunities: by improving market and associated infrastructure and making market management more responsive to farmers needs. Private sector investment in supply chain will be promoted, including risk mitigation systems would be introduced, especially for small producers
2. Market led diversification and intensification of production: by making extension and adaptive research more relevant and accessible to farmers; and encouraging the development and introduction of more effective agricultural production systems
3. Project management: would help to ensure effective project management at the state and district levels, and support information and logistics, communications, project related consultancies and monitoring and evaluation

II. Overview:

There will be a significant volume of procurement and contracting in the project, as per the World Bank guidelines. The procurement would include extensive civil works contracting for market upgradation at various levels from 100 large Agricultural Produce Market Committees (APMCs) and about 300 rural markets. Similarly, under all the components, goods,

equipments and agriculture items will be purchased. Consultancy services for establishing and developing institutions as well as monitoring and assessment are planned. Procurement will be spread across state; district and sub district level structures, though the scope for decentralized procurement is limited. Project Implementation Plan, Procurement Plans and a Procurement manual being developed by the project provides more details about the procurement portfolio in the project.

As per the current plans and project documents, the principal procurement planning and management entity will be the Project Coordination Unit (PCU). Procurement function will be managed by a Procurement Specialist with the support of a Procurement Officer. There are three departments which will be involved in implementing various components of the project and each has provided for a Procurement Officer position in their Project Implementation Unit (PIU).

Given the large volume of procurement, departments and institutions involved and the lack of prior involvement with World Bank procurement, it is planned to engage an agency to train and support the project entities in carrying out procurement function as per the requirements of World Bank guidelines. This Terms of references (ToR) is developed to seek proposals from agencies that have experience and expertise in developing training packages that meets the specific requirement of Bank supported projects and conducting training and extension programs.

III. Objectives:

Main objective of the proposed training and extension support services is to create an appropriate capacity and confidence among procurement personnel and other key staff in the PCU, PIUs and other procurement entities in MACP project to carry out procurement of civil works, goods and consultancy services as per Bank guidelines and put in place a system of self review and audit and over sight that ensures the procurement is undertaken as required. The objectives will include:

- Develop a training curriculum and package for conducting training on Procurement of works, goods, consultancy services and training in MACP project. **In addition to the Project specific Procurement Manual**, standard World Bank training material should be adapted to the specific context of project and types and nature of works, goods and services

that will be procured in the project. The training should focus on all steps of the procurement process including preparation of bidding documents, evaluation of bids and Contract administration etc.

- Conduct a 5 day long Training program in Pune, for 30-40 participants drawn from a core team of procurement functionaries on Bank procurement guidelines as applicable to MACP;
- Conduct 1-2 days orientation programs for management of MACP at different levels. The focus areas should be on need for management attention on procurement to ensure overall progress of project and ensuring value for money; how the management can support the procurement management, roles of various committees, need for internalizing prior and post review techniques by the supervisory staff, how to spot indicators of fraud and corruption, supervising and over sight of procurement function, etc.
- Provide a dedicated email support to the procurement officers at various levels to clarify any doubts and advise on procurement actions to be taken in the first six months of the project.

IV. Scope of the Consultancy Services:

Task 1: Develop and submit curriculum and training package for (i) 5 days training and (ii) orientation program. The package should mainly draw from the Bank materials used for the standard training for Procurement under World Bank Assisted projects, however should conceptualize the same to MACP. It is envisaged that rather than lecture discussion which only can be used when a heterogeneous group from different projects participate, the proposed training can be focused and could develop on live cases from the Procurement Plans. The training package should be developed in consultation with PCU and Bank procurement specialists involved in the project.

Task 2: Conduct the first training in Pune

Task 3: Conduct the orientation programs in 2010 in Pune.

Task 4: Maintain and provide email help desk support for first six months after the training program to a limited number of authorized procurement staff from the project.

V. Consultant Qualification:

The consultant identified should have following qualifications:

1. Experience in conducting procurement training and advisory support in World Bank project.
2. Experience in training methodology especially innovations included to make the same relevant to the project and through group works, case studies etc.

VI. Key Personnel:

1. Sr. Procurement Specialist (Team leader): 15 years of experience of Public Procurement in Govt. of India/Public Sector Organizations with sound knowledge of the World Bank Procurement Procedures. Minimum 5-years experience in World Bank financed Projects. Experience in designing custom made training packages and delivering the same through focused training programs is essential

2. Procurement Specialist: 5-10 years of experience of Public procurement in GOI/PSU organizations with sound knowledge of World Bank Procurement Procedures. Adequate exposure to World Bank financed Projects. Experience in designing custom made training packages and delivering the same through focused training programs is desirable

VII. Duration:

The duration of the consultancy will be for the period of eight month including help desk service for six months

VIII. Payments:

Payment of the above consultancy services will be done by the PIU (MSAMB)

IX. Deliverables:

- i) Staff from all key implementing agencies would have reached a basic level of understanding World Bank Procurement Procedures as applicable to the project.
- ii) Help Desk Service Support for a period of six months.

X. Reporting Arrangements:

A monthly statement about the various procurement queries by PCU/PIU and the advice on procurement action to be taken