

Government of Orissa
Revenue and Disaster Management Department
Directorate of Resettlement and Rehabilitation

No R & REH /192/09 – 49927/R & DM

Dt. 24/12/09

NOTICE INVITING EXPRESSION OF INTEREST

The Director, Directorate of Resettlement and Rehabilitation, Revenue and Disaster Management Department, Government of Orissa, invites expression of interest from reputed Organization/Agency/Institution for being empanelled to conduct socio economic surveys, socio cultural property survey, resource mapping, general infrastructural survey and resource mapping in the project area for Industries, Mining, Irrigation projects, National Parks and Sanctuaries etc strictly according to R & DM Deptt. Order No. 18680/R & DM dt 24.4.2008. Only those agencies should express interest who have at least five years of experience of conducting social sciences research, having conducted at least three socio economic surveys studies (more than 100 hundred households in one study and across two or more types of developmental projects as mentioned in the policy). The Directorate shall not assign and or entrust the conduct of any such surveys to any organizations. The empanelment of the agencies will only make them eligible for being considered by the project authorities for engagement for all or few of the districts based on the assessment by the Director, R & R.

The applicant may visit the following websites for details:

www.orissa.gov.in/revenue/index/htm

www.orissarandr.org/Tender.aspx

Application form duly completed in all respects should be submitted through registered post/speed post addressed to The Director, R & R, R & DM Dept, Government of Orissa, Secretariat, Bhubaneswar -751009 so as to reach on or before 15th January 2010.

Sd/-

Director, R & R and Ex-Officio
Additional Secretary to Government

Memo No. 49928 dt 24/12/09

Copy with copy enclosures forwarded to the I & PR Deptt. for information and necessary action. They are requested to ensure the publication of the advertisement in two Oriya and two English dailies before 31st December, 2009.

Sd/-

Director, R & R and Ex-Officio
Additional Secretary to Government

Memo No. 49929 dt 24/12/09

Copy with copy of the enclosure alongwith the soft copy forwarded to OIC (IMU), R & DM Deptt. for hosting in the official website of R & DM Deptt. and Directorate of R & R at the earliest.

Sd/-

Director, R & R and Ex-Officio
Additional Secretary to Government

**APPLICATION FORM FOR EMPANELMENT OF ORGANIZATIONS FOR
CONDUCTING SOCIO-ECONOMIC AND OTHER SURVEYS**

S. No.	Name of Organization/ Agency/Institution	
1	i) Regd No., Date and Place of Registration	
2	Correspondence Address	
3	Authorized signatory for the Agency	
4	Name of Team Leader	
5	Qualification	Whether a Ph. D. holder? Yes/No
6	If yes, tick in the relevant box	Sociology <input type="checkbox"/> , Social Work <input type="checkbox"/> , Psychology <input type="checkbox"/> , Anthropology <input type="checkbox"/> Economics <input type="checkbox"/>
7.	Name of Contact Person for Correspondence	i) Postal Address: _____ ii) Phone Numbers: _____ iii) Fax Numbers: _____ iv) Email Address: _____
8.	Total strength of staff	Full time: _____ Part time: _____
9.	No. of Technical Staff (for data collection, data entry/interpretation/analysis)	Consultants: _____ Supervisors/Coordinators: _____ Investigators: _____
10.	Whether Agency has staff and necessary infrastructure to arrange for training of field staff	Yes <input type="checkbox"/> No <input type="checkbox"/>
11.	Whether Agency has equipments required for data entry and processing.	Yes <input type="checkbox"/> No <input type="checkbox"/>
12.	The districts/areas in which the agency is willing to undertake the surveys?	All Districts: Specific Districts*:
13	TIN No: _____ PAN No: _____	
14	Enclosures: Indicate the number of enclosures as listed in instructions.	

* In case of specific districts, names may be mentioned.

This is to certify that the information furnished herein is true and correct. I Promise to abide by the terms and conditions.

Place:

Signature of the Authorized Officer

Date:

Instructions

The following documents in support of eligibility should be attached to the application form.

Enclosures

- a) Credentials of the Organization; Organizational structure; Main activities; Details of major assignments undertaken of a similar nature during the last five years including funding, collaborating agencies;
- b) Core experience in conducting social science research; including types of research, purpose, main issues covered, parties involved, geographical area covered, number of households, villages covered, partners or collaboration with aid agencies, institutes, organizations etc;
- c) Technical and managerial capability and infrastructural support of the organization inclusive of equipment and infrastructure owned or rented, technical staff associated with the agency;
- d) Training and experience of the staff in using various methodologies in research;
- e) Annual reports or audited financial accounts for the last three years;
- f) Names and short CVs giving details of qualifications and experience in the field of assignment of the full time & part time researchers filled in prescribed format, proposed to be involved in the work with written commitment of the person concerned;
- g) Any good socio economic study report conducted for the purposes of ascertaining the baseline socio economic condition of project affected/displaced families of any projects by the agency.
- h) Memorandum/By Laws of the Organization.

List of Consultants/Supervisors/Researchers

S. No	Name	Educational Qualification (Mention graduation or post graduation only)	Type of Training undergone in Research Methodology	Experience in conducting SES and other Surveys, Resources mapping etc	Languages known **
1.					
2.					
3.					

* add rows as per requirements

** Also specify local tribal dialects known, if any

Terms and Conditions

1. The agencies empanelled will undertake socio-economic and other surveys in the manner prescribed by the Government in the R & DM Dept. under the Orissa Resettlement and Rehabilitation Policy 2006. Failure to abide by the same may result in the disqualification of agency from empanelment.
2. The interview schedules/questionnaires to be used in collecting data from family and persons should be as prescribed by the government. Wherever required the same must be prepared in addition or enhanced (the questionnaires, interview schedules or observation guides) in consultation with and under the guidance of Project Director (R & R), RRO or LAO/Spl. LAO in charge of R & R functions of the project (s) concerned.
3. The SES and other surveys will be undertaken ordinarily within two months of publication of the notice u/s 4 (1) of LA Act for acquisition of land and should be completed within a period of not exceeding 90 days.
4. Failure to commence surveys in the absence of a valid and justifiable reason (to be verified by concerned Government official) may result in the disqualification of agency.
5. The agency prepared to conduct the said surveys must prepare time line for data collection, data processing and other important tasks required for completion of the surveys promptly and efficiently. The agency will follow the time line and deliver as per the time line submitted.
6. Monitoring of the said surveys will be done by the PD, R & R, RROs, LAOs, Spl. LAOs, Zone Officers (irrigation projects), NUNVs, Directorate of R & R.
7. The agency(ies) will be jointly responsible with government and project officials for report verification.
8. The Project authorities and the agency(ies) jointly will be responsible for placing the report before the RPDAC for approval.