

Expression of Interest (EOI) for Development & Maintenance of Mobile Application and Dashboard MIS for WASH Project in Rajasthan

Job title: RFP for Development & Maintenance of Mobile Application and Dashboard.

Organization: Centre for microFinance (CMF), Jaipur

Location: Jaipur, Rajasthan

Specific location: Sirohi, Rajasthan

Closing date of application: 28th July 2018

Email for receiving application: cmf@cmfraj.org.

A. About CmF:

In 2015, Tata Trusts with Centre for microFinance (CmF) as the nodal agency in Rajasthan have designed a multi-thematic project called the 'Transformation Initiative' (TI). The initiative seeks to demonstrate proof of concept of transformational change in the quality of life of community through integration of drinking water and sanitation interventions along with education, livelihoods, skills and health & nutrition initiatives. The One Drop Foundation and Tata Trusts have co-financed the Water, Sanitation and Hygiene (WASH) intervention component under the TI project, while CmF will be the implementation agency.

B. Background:

CmF is implementing Water, Sanitation and Hygiene (WASH) Project under the overarching programme Transformation Initiative in 200 villages of 71 Gram Panchayats within 4 clusters viz. Bali block in Pali District, Abu Road, Pindwara and Swaroopganj cluster in Sirohi district of Rajasthan with aim to provide sustainable access to water, sanitation and hygiene facilities/products/services to 40,000 HHs and mobilize community to adopt improved WASH behaviors, leading to a healthy life. The WASH project will be implemented within a period starting from July 2016 and ending in March 2020.

Under the project, CmF is working on different components like execution of (1) village/habitation level safe drinking water supply, (2) Institutional (School, Anganwadi, Sub Center etc.) water supply and sanitation scheme, (3) promotion of toilet construction and use, (4) loan for toilet construction through Federation at Cluster level, (5) Solid Liquid Waste Management at HH and community level, (6) Ground Water Recharge Structure, (7) Roof Top-Rain Water Harvesting System at HHs and community level, (8) Social Behavior Change

Communication (SBCC) campaign based on Social Art targeting sanitation, hygiene and water related behavior (8.1- Multi Disciplinary Shows, 8.2 -Thematic Shows etc.)and (9) Menstrual Hygiene Management.

Detailed Intent & Objectives and Term of Reference:

CMF is looking for a reputable and competent firm / company to develop and maintain a Mobile application and Dashboard for its program reporting, monitoring, data collection and management.

C. Intent & Objective:

1. Effective project management, effective and transparent monitoring of various project activities in four clusters. To increase the efficiency, reliability and pace in the process / mechanism involved for implementation.
2. To maintain a centralized database consisting of all information and integrate all activity so that all relevant information is always available with latest and updated information online. This will also ensure accuracy, completeness and consistency of information and project.
3. Improvement in the quality of reports.
4. Improvement in the quality of scheme implementation.
5. The proposed MIS system shall be designed in way such that it has provision to integrate with other existing MIS system within the Organization

D. Term of Reference:

a) Web-Based Dashboard:

- User friendly interface compatible to low- bandwidth internet facilities serving the need of a large user base. The application should have interactive home page/ Dashboard.
- Online dashboard should be capable of capturing and retrieving of data information from field user using mobile application.
- Provision of desktop portal having facility to enter field level data online from computer directly.
- Online dashboard should be capable for generate standard periodic report and customized report.
- Online dashboard should have verification and approval facilities to cross check field data and information.
- Online dashboard should have provision and capability for backup of database each month in excel formats, downloadable by administrator and project staff.

b) Mobile-Based Application:

- Interface of mobile application should be user friendly.
- Mobile application allow field user to entry data on standardized format and save the data in offline mode on mobile system and for data syncing application should compatible to low-bandwidth internet facilities from remote area of district.
- Mobile application should be developing in both language English and Hindi. Choices have to ask at the time of login.
- Mobile application should have uploading capabilities of data and information from user working in the field using their mobile handsets. The data and information may include pictures, documents and GPS coordinates.
- Data collection will be done in three level Household level, cluster level and village level.
- Mobile application shall also have provision for supervision of data at field level.
- Main key indicator should be shown at starting for individual user in form of numbers or percentage.

c) Training of Team and Piloting of

- Trainings and handholding support will be required for field staff on data collection through Mobile application
- Training of CmF team on operation of MIS, data collection, analysis through mobile application and dashboard based MIS
- Provision of changes in the MIS system based on CmF team and field level feedback/issues

E. Evaluation and comparison of proposal

A two stage procedure is utilized in evaluating the proposal, with evaluation of technical proposal being completed prior to any finance / budget proposal being open and compared. The finance/ budget proposal of the proposals will be opened only for submission that passed the minimum technical score of 50 of the obtainable score points in the evaluation of technical proposal. The technical proposal is evaluated on the basis of its responsiveness to the Term of Reference.

In the second stage, the financial / budget proposal of all organization, which have attained minimum 50 score in the technical evaluation, will be compared. The contract will be awarded to the organization offering the highest score using a commutative analysis.

F. Criteria for evaluation :

The evaluation process consists of 2 stages. Only those companies that have passed the first technical stage will be considered for financial evaluation. During the first stage participants technical proposal are examined against the following evaluation criteria:

Sr. No.	Evaluation Criteria	Max. Marks
1	Background and Registration of organization	10
2	Proven practical experience with all stage of developing mobile application, with previous experience of mobile app maintenance, management and development.	30
3	Past experience of handling similar assignment	30
4	Qualification of proposed staff	20
5	Turn over for last 3 years	10
Total		100

G. Technical Bid for Mobile Application

S. NO	Particulars	Description
1	Name , Address, Email and telephone number of the firm	
2	Name, Designation, Address and telephone no of the authorized person.	
3	Whether firm is registered , PAN(Please attach copy)	
4	Please enclose the list of permanent professional and no. of year of association with organization.	
5	Detail of experience with all stages of developing mobile app, technology skills, with previous experience of development, maintenance, management, editing of mobile application.	
6	Detail of experience in developing mobile application and maintenance for the past three years (please attach proof)	
7	Detail of similar assignment (Please attach copy with sanction letter/ work order)	
8	Latest Tax Return (Please attach copy)	
9	Annual Turnover: 2015-16 , 2016-17 and 2017-18	
10	Proposed Work Plan and Approach	

H. Estimated Duration of Assignment

The duration of assignment for development and roll out of MIS in field is estimated to be completed within 180 days from date of issue of assignment/contract. After development agency would provide maintenance & technical support up to June 2020.

I. Payment

In case individual consultants are applying against the ToR, they will only be paid consultancy fees at per day basis. Any incidental (duly approved by authorized CmF representative) will be paid to the consultants on producing actual bills. In case organizations are applying they need to submit the bid after calculating the tax as applicable.

J. Conditions of Payments

- **40% Payment:** After successful complete development & Go Live of Dashboard & Mobile application subject to acceptance of CmF.
- **40% payment:** After successful completion of 4 month operation of Dashboard & Mobile application subject to acceptance of CmF& complete training of staff on using application & Dashboard.
- **20% payment:** After successful completion of warranty or maintenance period.

Note-TDS will be deducted as per Gol Guidelines

K. How to Submit Proposal/Bids

Interested consultants/organizations are requested to send in their applications and quotations to cmf@cmfraj.org by 28th July 2018 along with their CV/organization profile and copies of reports of similar assignments handled by the applicant.

While submitting the proposal, please make sure you write “Bids for Development and Maintenance of Mobile application & Dashboard for TI-WASH” in the subject line. You are requested to kindly submit the proposal in 2 files separately

- (i) Financial Bid (financial budget including Fee, travel, training, Maintenance cost other expenses)
- (ii) Technical Bid

Last Date for complete application forms to reach us by Mail is 28th July 2018.

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