

## Request for Proposals for Data Collection Service Provider/ Research Survey Agencies

Indian Institute of Public Administration  
Indraprastha Estate, Ring Road,  
New Delhi- 110002  
Date: 21-02-2023

**Subject:** Request for Proposal for appointment of Data Collection Service Provider/ Research Survey Agencies to conduct the survey for data collection of the project “*Field assessment of the status of Devolution of Powers and Resources to the PRIs across the States and UTs in the Country for the year 2021-22 to Develop Indicative Evidence Based Ranking*”

### **Introduction:**

Indian Institute of Public Administration is seeking proposals from qualified and experienced companies/firms to provide data collection through survey services as per the scope of work detailed in this RFP. We invite interested Programme Survey Agencies to submit their proposals for consideration. The proposals will be evaluated based on the selection criteria mentioned in this RFP.

### **Project Overview:**

The objectives of the study are:

- a. To assess the actual progress in implementing the operative core of decentralization covering the transfer of functions, institutions, functionaries, and finances to *Panchayati Raj* Institutions in the subjects listed in the 11th schedule of the constitution of India vis-à-vis mapping of the activities done by States including PESA States.
- b. To examine the role of the Panchayats as institutions of local governance with various committees at the local level and the role of the Panchayat in managing institutions at the local level;
- c. To analyze the process of budgeting in various local governments and analyze whether this evolves into a process of participatory planning at the local level;
- d. To record the status of elections and representation of vulnerable sections in Panchayats encompassing functioning of the State Election Commissions, State Finance Commissions including implementation of the recommendations and mechanisms in place for District Planning.
- e. To look into the mechanisms in place in the States and Union Territories for improving the services related to drinking water, sanitation and other basic infrastructure provided by local governments in the light of substantive funds being made available to the local governments under the Central Finance Commission Award.
- f. To look into the segregation of functions across various tiers of *Panchayati-raj* in select sectors like sanitation, drinking water, water conservation, education, health, nutrition,

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employment generation (specifically Mahatma Gandhi National Rural Employment Guarantee Act, 2005) and the mechanisms of inter-tier coordination.

- g. To look into segregation of functions across various agencies in select sectors like drinking water, water conservation, sanitation, health, nutrition and education and assess the mechanisms for convergence.
- h. To assess the initiatives in various States and Union Territories for own fund mobilization, capacity building of panchayat level functionaries, strengthening mechanisms for transparency and improving accountability. Effectiveness of Panchayat accounting and audit. Role of Panchayat vis-à-vis village level bodies such as SHGs, Youth groups, etc.
- i. To arrive at a definition of governance at the local level and based on this, to evaluate the adequacy of governance mechanisms at the local level.
- j. To assess preparedness of the Information and Communication Technology (ICT) of local governments and to arrive at a comparative status of ICT use including e-governance in Panchayats at the local level in various States and Union Territories.
- k. To arrive at an indicative ranking on the status of devolution based on the above parameters through field studies and through appraisal of state level data sets.
- l. To assess developments that have taken place in Panchayati Raj Institutions in the last five years and identification of gaps, good practices and making policy level recommendations on the basis of the above.
- m. To assess the role of Panchayats vis-à-vis Centrally Sponsored Schemes and parallel bodies in major Centrally Sponsored Schemes like: (i) MGNREGA; (ii) SSA; (iii) NHM; (iv) ICDS; (v) PMAY; (vi) PMGSY; (vii) RKVY; (viii) NLRM including DDU-GKY; (ix) SBM; (x) NSAP; (xi) SAGY etc.

#### Scope of Work:

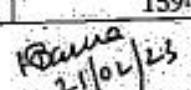
1. Data to be collected through questionnaire(s) prepared by IIPA from all states and UTs as per the given sample size.
  2. Supporting public documents (if any) will also be collected.
- The data is to be collected within time frame of four weeks from 61 respondents in each state/ UT.  
The details are furnished below:

Each State/ UT	Respondent
Officials- State (at capital)	2
Officials - District	4
Officials -AG Office (at capital)	2
Officials- Local Funds	2
Panchayat members (various levels 3-4 Panchayats)	12
General members of Gram Sabha (15 in 3-4 Panchayats)	15
Enlightened Villagers (3-4 Panchayats)	24
Total in State	61

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Sample Size:

Sl. No.	General Category States	Districts <sup>a</sup>	Panchayats <sup>b</sup>	Respondents <sup>c</sup>
1	Andhra Pradesh*	2	6	61
2	Bihar	2	6	61
3	Chhattisgarh*	2	6	61
4	Goa	2	6	61
5	Gujarat*	2	6	61
6	Haryana	2	6	61
7	Jharkhand*	2	6	61
8	Karnataka	2	6	61
9	Kerala	2	6	61
10	Madhya Pradesh*	2	6	61
11	Maharashtra*	2	6	61
12	Odisha*	2	6	61
13	Punjab	2	6	61
14	Rajasthan*	2	6	61
15	Tamil Nadu	2	6	61
16	Telangana*	2	6	61
17	Uttar Pradesh	2	6	61
18	West Bengal	2	6	61
	Sub Total	36	108	1098
	NE and Hilly States			
19	Arunachal Pradesh	2	4	31
20	Assam	2	4	31
21	Himachal Pradesh*	2	4	31
22	Manipur	2	4	31
23	Meghalaya	2	4	31
24	Mizoram	2	4	31
25	Nagaland	2	4	31
26	Sikkim	2	4	31
27	Tripura	2	4	31
28	Uttarakhand	2	4	31
	Sub Total	20	40	310
	Union Territories (UTs)			
29	Andaman & Nicobar Island	2	4	31
30	Chandigarh	0	0	0
31	Dadra&NagarHaveli and Daman and Diu	2	4	31
32	Delhi	0	0	0
33	Jammu and Kashmir	2	4	31
34	Ladakh	2	4	31
35	Lakshdweep	2	4	31
36	Puducherry	2	4	31
	Sub Total	12	24	186
	Total	68	172	1594

  
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- Note: \* Of the two sample districts, one would be PESA area and other would be from non-PESA area.  
a: Of the two sample districts one would be near capital district other would be away capital district  
β It covers at least one Panchayat at each level (gram, intermediate and district panchayat)  
^ Respondents will cover officials, panchayat members, gram sabha members and enlightened villagers

#### Proposal Submission:

Interested agencies must submit their proposals in the following format:

- Project approach and methodology
- Project team organization and qualifications
- Project timeline and deliverables
- Budget and cost breakdown
- References from previous clients

#### Selection Criteria:

The selection of the successful bidder will be based on the following criteria:

- References from previous clients Experience in providing similar services
- Qualification and experience of the project team
- Project approach and methodology
- Budget and cost effectiveness

#### Proposal Deadline:

All proposals must be submitted by 27<sup>th</sup> February 2023 via email to [vnalokindex@gmail.com](mailto:vnalokindex@gmail.com) and courier to Dr. VN Alok, Professor, Indian Institute of Public Administration, Indraprastha Estate, Ring Road, New Delhi- 110002

Additional Information: Any questions or inquiries about this RFP can be addressed to Dr VN Alok at [vnalokindex@gmail.com](mailto:vnalokindex@gmail.com)

Issuance of this RFP in no way constitutes a commitment by IIPA to award a framework agreement. Indian Institute of Public Administration reserves the right to accept or reject any or all proposals received. We thank you in advance for your interest in our project and look forward to receiving your proposals. All materials submitted in response to this RFP will become the property of IIPA. Selection or rejection of a proposal does not affect this right.

Sincerely,

Shri Mithun Barua

Deputy Registrar

Mithun Barua

Deputy Registrar (AS)

Barua  
1/02/23

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