

State Innovations in Family Planning Services Agency (SIFPSA), Lucknow, UP



No. 12/2018

Expression of Interest for Empanelling Agencies for Research, Monitoring and Evaluation of NHM/SIFPSA Programmes

SIFPSA, a registered society of UP government, is implementing various programmes in the area of Family Planning and Maternal and Child Health in different districts of Uttar Pradesh. SIFPSA's mission is to facilitate, through innovative means and partnerships with government and other agencies, the goal of health for all by improving the quality, demand, access and delivery of RMNCH+A services and also improving related quality of life parameters including the status of women.

SIFPSA invites application from reputed Private Research agencies/organizations, Universities, Govt. Research Institutes who have experience of Public Health research issues / themes, and conducting monitoring and evaluation of social sector programmes, especially health schemes/programmes, for empanelment with SIFPSA for undertaking similar activities for NHM/SIFPSA/Other projects. Once empanelled, assignments would be offered based on evaluation of competitive Technical and financial bids invited from amongst the empanelled agencies. The empanelment would be valid for two years and would be extended based on evaluation of performance.

Criteria for Empanelment

A. Essential Criteria (for Private Sector Research Agencies/Organizations only):

The agency/organization should meet the following minimum criteria:

- Should have an average annual turnover of minimum of **Rs.30 lakhs** per year or more over the last three financial years
- Should have minimum **Seven years** of experience in conducting research studies/ surveys/ evaluations in social sector preferably public health projects / programmes and schemes for Governments and /or multilateral or bilateral aid agencies.

Above criteria is not applicable for Universities and Govt. Research Institutes

B. Selection Criteria:

- Should have trained field manpower and sound understanding of UP demographic and public health profile.
- Should have qualified professionals for analysis of quantitative and qualitative data, report writing, working on standard statistical computer packages like SPSS/STATA/SAS. Project supervision and have the ability to work within deadlines.
- Should have demonstrated experience of working with qualitative analysis packages.
- Should give an undertaking that, if empanelled, will open a camp office at Lucknow in case of award of evaluation study, for day to day co-ordination with SIFPSA during the study period.

C. Process of Application Submission

Interested Private Sector Research agencies/organizations, Universities, Govt. Research Institutes should send their application with the following details:

- Name of the organization
- Brief profile of the organization
- Contact details of the organization (including address, phone no., fax. no and email)
- Name and designation of Chief Functionary
- Year of inception of the organization (Research Agency Registration Certificate)
- Copy of PAN card to be attached.
- Details of turnover of the organization for the last three years (include last three years audited balance sheet as annexure). This clause is applicable for Private Research agencies/ organizations
- Number of full time and part time staff members of various categories
- CVs of full time of key staff (specify full time / part time).
- Details of assignments conducted to demonstrate that the agency fulfills the criteria of selection listed above. A suggested format is enclosed, but agency is free to use any other proforma that best describes their credentials. Agencies may also attach copies of work-outputs in support of their credentials.

D. Evaluation of Applications

The applications for empanelment would be evaluated on the following criteria and agencies securing minimum 60 marks would only be considered for empanelment.

Criteria	Max. Marks
Experience of the agency	
• Research studies/ surveys/ evaluations conducted in social sector	20
• Experience in public health sector	10
• Experience of working with government/ aid agencies	10
• Experience of working in UP	10
Profile of the agency	
• Staff adequacy	20
CVs of Key Staff	
• Qualification and experience of full time personnel	30
Total	100

Agency must submit the information against each criteria following the sequence of the indicators as mentioned in the above table.

For any clarification, agency may contact Mr. B. K. Jain- GM(REMI) at bkjain@sifpsa.org Phone # - 0522 2237497/98

Agency should send their applications to: General Manager (HAP), SIFPSA, Om Kailash Tower, 19-A Vidhan Sabha Marg, Lucknow-226001 within 30 days (Nov.8, 2018) from the date of the advertisement in a sealed Envelope.