

MINISTRY OF DEFENCE रक्षा मंत्रालय
DEPTT OF EX-SERVICEMEN WELFARE पूर्व-सैनिक कल्याण विभाग
DTE GEN RESETTLEMENT पुनर्वास महानिदेशालय

Invitation for Expression of Interest

Evaluation/Impact Analysis Study of the

Re—Employment in Central Civil Services and Rules, 1979
& other Reservation Policies/ allied Guidelines/ instructions issued from time to time
by the Govt of India for Rehabilitation of Ex-Servicemen

1. Directorate General Resettlement (DGR), under the aegis of Department of Ex-Servicemen Welfare (DESW), Ministry of Defence (MoD) is mandated to collect & compile the data on implementation of ESM reservation in Central Govt Organisations in the form of Half-Yearly Reports (HYR) received from Central Government Ministries/ Departments as on 30th June & 31st December every year. The details of DGR are available on their website www.dgrindia.gov.in. Subsequent to compilation, HYRs are submitted to DESW for onward submission to cabinet Secretariat & DOP&T for evaluation and necessary action at their end. It emerged & directed by the Standing Committee on Defence to carried out an “Impact Evaluation” of the “**Re—Employment in Central Civil Services and Rules, 1979 & other Reservation Policies/ allied Guidelines/ instructions issued from time to time by the Govt of India for Rehabilitation of Ex-Servicemen**”.

2. **Re—Employment in Central Civil Services and Rules, 1979 - An introduction**

With a view to regulate the recruitment of Ex—Servicemen in Central Civil Services & Posts, in exercise of the powers conferred by the proviso to the article 309 of the Constitution, the President makes these rules called as Re—employment in Central Civil Services and Rules, 1979. These rules have come into force on the first day of July, 1979.

Under the Ex-Servicemen (Reservation of Vacancies in the Central Civil Services & Posts Class III and Class IV) Rules, 1974, the reservations for Ex-Servicemen were available in the vacancies filled by direct recruitment in the Central Civil Services, and Posts, Class III and Class IV. These rules ceased to be in force w.e.f. 1st July, 1979. Since, the problem of rehabilitation of Ex-Servicemen is a continuing feature; it has been decided to provide certain facilities to the Ex-Servicemen for their rehabilitation in Civil Employment on permanent basis.

By Defining “Who is Ex-Servicemen”, these rules have also prescribed the following: -

- i. Applicability
- ii. Percentage of Reservation
- iii. Special provisions regarding Age Limit
- iv. Special provisions regarding Educational Qualification, etc.

In addition to this, there are several provisions with regard to “Graduation Certificate for Group ‘C’ & ‘D’ Posts & Relaxed Standards”, “Calculation of Vacancies”, “Prior Intimation of Vacancies”, “Priority in Appointment”, “Periodic Returns” etc.

3. **Objectives of the Study and Scope of Work** (may undergo modification at the Request for Proposal (RFP stage)

The objective of the Impact Analysis Study is to explore the various reasons for lower subscription of reservation by Ex-Servicemen (ESM) in Central Govt Jobs despite additional provisions/ guidelines framed by the Govt of India from time to time; to find-out the reach/ awareness & lucrativeness of these rules within the Service environment and the acceptance of ESM by the Govt departments. The study may also include the required modification/ changes to be carried-out in the present Rules/ Guidelines/ Instructions to increase the participation of ESM to fill the existing quota of reservation or any enhancement in terms of applicability or uniformity as in the case of other form of reservation either Vertical (generally known as Caste based) or Horizontal (PwBD & ESM). Options for the Re-framing/ re-introduction of the "**Re—Employment in Central Civil Services and Rules**" towards providing an acceptable, dignified and honourable re-employment to the ESM and make them employer & employee friendly. Accordingly, the following is expected from the proposed assessment for having a holistic view of the progress made viz.:-

- (a) Existing Socio-economic condition of ESM including lateral absorption job opportunities in the environment
- (b) Demonstrating the impact of the policy, by measuring changes reservation implementation in short-term, intermediate and long-term outcomes.
- (c) Determining whether changes in outcomes can be attributed to the policy.
- (d) The relative impacts of **Relaxations & Concessions** in support of ESM reservation policy
- (e) Identifying the relative cost-benefit or cost-effectiveness of a policy.

4. **Method of organizing the Evaluation Study**

The study would be conducted by engaging an independent evaluating agency/ organisation. The Evaluating Agency/ Organisation would be selected through the process of invitation of Technical and Financial Bids after short-listing suitable number of Independent Agencies. The interested organizations may devise and indicate the methodology they are going to adopt in conducting such evaluation study which would be subject to acceptance by Directorate General Resettlement (DGR). The assistance needed from DGR and other related bodies / agencies/ State/ UT Govts. may be clearly indicated.

5. **Time Frame**

Three months from the date of Award of Work, with following broad sub-timelines.

<u>S. No.</u>	<u>Key Activities</u>	<u>Time Lines</u>
(a)	Working out a detailed methodology, study design, analytical framework, and activity wise time frame of the study in consultation with DGR	10 days from the date of award of work
(b)	Field work, interaction with stakeholders and other activities, as required	1 month from award of work
(c)	Submission of Draft Report to DGR with three (03) hard copies (colour), along with soft copy and raw data/data files/other details collected in connection with study	2 months from award of work
(d)	Presentation before DGR/ seeking comments of DGR on the Draft Report	Within 15 days of submission of Draft Report to DGR
(e)	Submission of Final report of 5 (five) hard copies (colour) along with soft copies and all raw data/ other details/ data files collected in connection with the study	15 days from receipt of comments from DGR

6.1. Who can submit Expression of Interest (EOI)

The Directorate General Resettlement (DGR) seeks expressions of interest from Organizations/ Institutions, having the characteristics enunciated below from sub-para (a) to (g). Proposals received from well-established and recognized organizations having the requisite experience and manpower, and ability to complete the work in the set time frame will only be accepted. Proposals received from individuals will be summarily rejected.

- (a) A Government/Semi-Government Institution/ PSU/ Partnership / Private limited Company/ Trusts/ Societies working in the field of Research, Education or any similar area.
- (b) The Organization/ Institution should be a legal entity and non- political, secular in nature.
- (c) The Organization/Institution should not be black listed by Central Government, any State Government or any other Government entity.
- (d) The Organization/Institution should be eligible to enter into an agreement/ contract with Govt Depts to undertake work contract in India (Registration Certificate of the organization).
- (e) The organization should have at least 10 years of experience in conducting large scale research studies in the field of social sector and have conducted atleast five studies in the last 5 years [2018-19 to 2022-23 (1st April, 2018 to 31st March 2023)], within financial year ending 2020-21. Out of which at least one should be for a Govt. Department /agency (Central or State or PSU) and at least one should be having awarded/ completed cost of Rs.10 lakh and above.
- (f) The organization should have an adequate infrastructure and human resources not less than 15 (Fifteen) with respect to the proposed project and should be willing to provide the undertaking for continuing working in the area for the project duration. The adequacy of infrastructure in case of carrying out evaluation may require adequate number of experienced enumerators, Expert Data Analyst, Data Analysis Software, Data Visualization tools, Quality Report Writers.
- (g) The organization should submit a Bid Security (Earnest Money Deposit (EMD)) of Rs.1,00,000/- (Rs. One Lakh) in the form of demand draft drawn on any nationalized Bank and in favour of Director General, Resettlement, Dte Gen Resettlement, Ministry of Defence, West Block-IV, R K Puram, New Delhi-110066 along with the EoI. The EMD shall be denominated in Indian Rupees only. In case where a bidder fails to accept the study awarded to them, the Earnest Money shall be forfeited. The EMD will be discharged/refunded/returned after finalization of contract, without interest.

6.2. List of documents that applicant Organization/Institution needs to submit along with application:

- a. An undertaking to the effect may be given that the Organization is registered, non-political and secular in nature.
- b. Affidavit (on non-judicial stamp paper of Rs. 100/-) that the Organization/Institution is currently not black listed by any Government department or agency.
- c. Copy of the Registration Certificate/ Memorandum of Association of the Organization/ Institution.
- d. Declaration by the bidder, stating the Annual Turnover for last three Financial Years ending 2022-23. Copy of the audited financial statements in this regard may be asked for scrutiny.
- e. List of Board/ Governing Body members with their contact details, occupation and experience.
- f. List of projects completed or under execution during the last three Financial Years ending 2022-23 including at least one completed for a Govt. Department /agency (Central or State or PSU). (i) Detailed sheet for each project may be attached giving information on the following apart from any other information which may be considered essential (max. 5 pages per project).
 - (i) Name and objective of the project.
 - (ii) The period of execution of the project (with exact date of start and completion).
 - (iii) Geographical location of the project.
 - (iv) Deliverables required.
 - (v) Actual Achievements.
 - (vi) Outcome of the project.
 - (vi) Basis of evaluation of the outcome.
 - (vii) Current status of the project.
 - (viii) Total cost of the project.
- g. An undertaking as per the enclosed format (Annexure-II).

7. **How to Apply**

Interested organization/ Institution/ agency who satisfies the conditions mentioned in para 6 above may submit the expression of interest with relevant details in the 'Proforma' attached by 09th Aug 2023 without fail. The EoI application may either be sent through e-mail on the rmcdir-dgr@desw.gov.in or enldgr@desw.gov.in or in hard copy addressed to :-

Shri Madan Gopal Singh
Deputy Director
Reservation Monitoring Cell
Dte Gen Resettlement, Ministry of Defence
Government of India
Room No. 12J, West Block-IV
R K Puram, New Delhi-110066

The application should reach this office by the due date and time. Application (/s) received late, due to any reason, will not be entertained and thus timely submission of proposal is the sole responsibility of the intending Organisation/ Institution/ agency.

8. **Short Listing of Evaluating Organization/ Institution**

(a) DGR would evaluate the Eols submitted by the bidder **Organization/Institution** and issue the Request for Proposal (RFP) based on criteria mentioned in this Eol or as modified based on the finding of EOI evaluation. RFP would either only be issue to the shortlisted organizations/ Institutions (when at least three organizations/ Institutions are shortlisted) or on Open Tender Enquiry (OTE) basis. DGR reserves the right to withdraw this EOI and or any part thereof at any stage.

(b) The pre-qualification criteria for short listing the agencies would be determined by DGR by incorporating the information provided by the agencies as per prescribed Proforma given in the Annexure-I or as decided.

(c) An Organization/ Institution will be selected in accordance with the Quality and Cost Based Selection (QCBS) method prescribed in the Manual of Policies and Procedure of Employment of Consultants issued by Ministry of Finance, Department of Expenditure and the provisions of GFR 2017. Eligible Organizations/Institutions will be asked to submit additional documents and also submit detailed proposals.

(d) Overall evaluation of the bids will be done in three stages, namely, Pre-qualification, Technical and Final evaluation based on **QCBS** procedure. 70% weightage will be given to Technical Bid (TB) and 30% to Financial Bid (FB). However, FBs of those firms only will be evaluated who fulfill minimum technical qualifying criteria. At the end of every stage short listed bidders may be informed of the result.

(e) For selecting the evaluating firm, proven track record, profile of the firm, past experience of conducting similar assignments, experience of proposed human resources and other appropriate factors will be the main criteria.

(f) The Bids must be accompanied by Bid Security Declaration Form certified by the chief functionary of the organization/Institution In case where a bidder fails or refuse to execute the Contract, the performance security shall be forfeited.

Declaration

Date:.....

To whom so ever it may be concern

I _____ S/o _____, (Designation)
and authorized signatory of _____ (Name and address of Organization/
Institution) declare that _____ (Name and address of Organization/Institution) do not
face any sanction or any pending disciplinary action from any authority. Further, it is also
certified that our Organization/Institution has not been blacklisted by Central Government,
any State Government or any other Government entity in the past.

In case of any further changes which affect this declaration at a later date; we would
inform DGR accordingly.

I also certify that all the information given in this application is true to the best of my
knowledge and nothing has been concealed therein. In case any information is found untrue
at any stage the registration for empanelment may be cancelled.

Authorized Signatory
(with seal)