

## Guideline for

# EXPRESSION OF INTEREST AND LOCAL PARTNERS SELECTION PROCESS

## 1. BACKGROUND

HELVETAS Swiss Intercooperation Nepal (HELVETAS Nepal) is a Swiss non-governmental organization actively contributing to the improvement of the living conditions of poor and disadvantaged people in Nepal. HELVETAS Swiss Intercooperation has been working in Nepal for more than 50 years. Currently, it runs more than fifteen projects in five working areas: Water and Infrastructure, Rural Economy, Environment and Climate, Education and Skills Development, and Governance and Peace.

With the aims to improve people's incomes and resilience through employment, sustainable access to markets and improved access economic opportunities, HELVETAS Nepal going to implement the Socio Economic Development (SED) activities through local NGO in Dailekh, Kalikot, Jumla and Mugu districts under Rural Access Programme-3 (RAP-3) funded by DFID. With this background, Helvetas Nepal now invites for Expression of Interest (EOI) from the registered and qualified local Non-Governmental Organizations (NGOs) with an interest to act as local partner for this programme.

The Executing Agencies are the Ministry of Federal Affairs and Local Development (MOFALD) on behalf of the Government of Nepal, and the Department for International Development (DFID) for the UK Government. DFID appointed the UK firm of IMC Worldwide Ltd to manage RAP3 on their behalf.

## 2. LOCATION

The SED component of RAP3 will work alongside RAP3's local road component in 4 core districts in the Mid and Far West of Nepal, namely four local road corridors of Dailekh and Jumla (road maintenance), and two corridors of Kalikot and Mugu (new roads). The existing and proposed Road Corridor for SED activities are as follows;

- Dailekh: Desigare-Bakuwatar(Mahabu), Chupra-Meheltoli and Ramagad-Pipalkot-16 VDCs
- Kalikot: Sannighad to Phokot (5 VDCs)
- Mugu: Gamgadhi to Dhainakot (4 VDCs)
- Jumla: Acharyalihi-Shanagaon (3 VDCs)

## 3. TIMING

Implementation Phase runs from October 2013 to March 2017, although this is subject to availability of fund. The performance of partner will be carried out annually before the next years' agreement.

## 4. SED COMPONENTS

Corridor level multi-stakeholder platforms will on basis of market systems assessments identify and prioritise potential products, bottlenecks and opportunities, which the project should help to

address for equitable economic development of the whole corridor. The result will be socio-economic development corridor plans that list priority interventions. These can include support for e.g. producer groups, cooperatives or entrepreneurs, infrastructure works, and policy advocacy.

## 5. INCOME GENERATION

**Support to Production.** Producer groups will be supported in to start or improve production of commercial vegetables, seeds, spices, fruits, medicinal herbs, goats, and poultry and Community Forest User Groups will be supported in sustainable harvesting of Non-Timber Forest Products (NTFP).

**Support to Processing and Marketing (non-infrastructure).** Producer groups, CFUGs, cooperatives, market committees and entrepreneurs will be supported to start or improve storage and processing and trading of products for the market.

**Support to Market System Services.** Service providers like nurseries, financial services, agrovets, fruit tree grafters, contractors, traders, mechanics, electricians and masons, will be supported to improve their services and customer base through training, business planning, linkage events with customers.

**Support to Road Building Groups.** New roads (90km) will be constructed by 270 Road Building Groups, consisting of poor people of the corridor VDCs. The SED component will mobilise, train and guide the RBGs and assist them to use the new temporary income for sustained economic benefits.

## 6. ECONOMIC INFRASTRUCTURE

**Micro/Irrigation.** Where water shortage prevents producers in participation in commercial production, irrigation facilities will be improved or constructed, mostly pond-cum micro irrigation schemes

**Stores, Market Infrastructure and Processing Plants.** Where local or corridor level storage, market infrastructure or processing facilities hamper marketing, the improvement, construction or management of related facilities will be supported.

Delivery Partner	Technical Area
HELVETAS Nepal	<u>Dailekh, Kalikot, Jumla and Mugu:</u> Income generation Support to Road Builders Groups (RBGs), Kalikot and Mugu only Economic infrastructure

## 7. IMPLEMENTATION

The SED component will work in close coordination and cooperation with local government agencies and where feasible and needed implement activities through local NGOs, entrepreneurs and other service providers. Active coordination will be sought with other programmes operating in the RAP3 districts to seek synergies and promote consistency with national policies and strategies. All annual programme/activities will be submitted to DDC and endorsed from respective council meeting.

For all these implementation of SED activities HELVETAS Nepal will select a local NGO in each district (Mugu, Jumla, Kalikot and Dailekh).

The Local partner NGO will select based on following criteria

### 8. ELIGIBILITY CRITERIA FOR EXPRESSION OF INTEREST

- The organization should be legally registered local NGO in good standing with extensive experience in implementation of income generation activities, rural infrastructure, market linkage, capacity building and mobilizations of Road Builders Groups (RBGs).
- Working experience with donor agencies, district and sub-district government agencies, INGOs, local NGOs and local communities
- The organization should have at least three years of working experience in the field of abovementioned working areas

### 9. APPLICATION & SELECTION PROCEDURE

The selection of the Local partner will involve a two stage bidding process. The first stage, selection for potential partner. After selection of partner, financial proposal will be asked soon as possible. The final partnership depends upon the negotiation on financial as well as thrust and output of the programme. Although, submitted or related information will be kept confidential.

**The EOIs will be reviewed by a Selection Committee as per the HELVETAS Nepal's procurement policy.**

### 10. SELECTION CRITERIA OF PARTNER

The HELVETAS Nepal is looking for a competent and experienced local implementing partner strong truthfulness, sound internal governance and highly committed to work with development professional organizations and donor agencies. Strong adherence to principles of workforce diversity, conflict sensitiveness and social inclusion are equally important.

The selection criteria and number are indicated in the table below and in a more detailed format in the attached EOI.

SN	Assessment Category	Score
1	Legal Status and organisation structure	15
2	Inclusiveness and diversity in executive committee	10
3	Transparency and Accountability	15
4	Organizational policies and assets	15
5	Technical and social competency (track records)/experiences in particular areas	30
6	Conflict Sensitiveness	5
7	Monitoring & Reporting Practices/quality of reports	10
	Total	100

### 11. OTHER SPECIFIC:

The interested Local NGO those who meets the criteria encourage to apply. Priorities will be given to district's NGOs i.e Mugu, Jumla, Kalikot and Dailekh to work in the respective district. Telephone and political influence will not be entertained.

## **12. SUBMISSION OF COMPLETED EXPRESSION OF INTEREST DOCUMENTS:**

The completed set of required documents should be submitted with a covering letter on following address indicating on the top of address "EXPRESSION OF INTEREST for .....(district name) district". HELVETAS Nepal reserves the right to cancel the selection process without giving any reasons at any time.

Address

HELVETAS Swiss Intercooperation Nepal  
Programme Coordination Office  
Dhobighat, Lalitpur  
Post Box No 688, Kathmandu  
Email: [po@helvetas.org.np](mailto:po@helvetas.org.np)  
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OR

**LINK:** Linking smallholders with local institutions and markets  
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