

**BHARAT HEAVY ELECTRICALS LIMITED, BHOPAL****Sub: Impact Assessment of Corporate Social Responsibility projects of BHEL, Bhopal**

Bharat Heavy Electricals Limited (BHEL) a Maharatna PSU, India's largest Engineering and manufacturing Company engaged in the design, engineering, manufacture, construction testing, commissioning and servicing of wide range of products, systems and services for the core sectors of the economy viz Power, Transmission, Industry, Transportation, Renewable energy, Oil and gas and Defence. Bhopal Unit of BHEL intends to conduct the third party impact assessment study of Corporate Social Responsibility Initiatives undertaken during 2015-16 (Annexure-B) under the guidelines issued by Department of Public Enterprises, Government of India.

**a) Objective of the Impact Assessment Study:**

Assessment Criteria	Assessment Questions
Relevance	Did the overall goal match needs of the project area? Did the project's baseline data correctly address needs of the area?
Efficiency	What outputs were achieved and whether they were according to the plan? Was the implementation schedule as planned? Was the project cost within planned limit? Was the fund utilization prudent?
Effectiveness& Uniqueness	Did the outputs help achieve the goal? The project has any feature? Comparing the inputs to the extent of goals achieved, can project implementation be considered to be effective? Can the project be replicated?
Impact	What were the various tangible and intangible positive and negative impacts (Socio-economic, Environment, Policy, Technology, Awareness) on different stakeholders of the project?
Sustainability	Would the impact created by the project sustain? Considering the present course of project, is the project sustainable? If not, what modifications and corrections need to be done with project execution methodology?

**b) Impact Assessment report may cover the following:**

- i. Objective of the Project.
- ii. Whether objective met. If yes, then to what extent
- iii. Outcome of the project are based on the conclusion of Baseline Indicators
- iv. Expected impacts in the long run
- v. Coverage of other points as mentioned in the objectives tabulated at point (a) above.
- vi. Intangible benefits derived from completed projects.

**c) Methodology, Coverage and Sampling Plan:**

- i. The selected agency has to visit the project site(s) and interact with various stakeholders (beneficiaries, project implementation agency and their representatives, BHEL's CSR co-coordinators, public authorities etc.) for the purpose of study.
- ii. The agency would design actual sampling plan, as per the demand / nature of the project.

**d) Who can apply?**

The Agency applying to carry out Impact Assessment must fulfil the following conditions:

- i.) Govt Undertaking / Registered Company / Registered Consultancy Firm / Registered Non-Government Organization / Academic Institution;
- ii.) The Agency must have a minimum of three years' experience of carrying out Impact Assessment/ Monitoring & Evaluation work in the domain of Corporate Social Responsibility/ Sustainability Services/ Community Development Projects financed by any Central Ministry/ World Bank/ NABARD and/or other international donor institution (e.g., ADB, EU etc) or Central / State Public Sector Enterprise.

**e) Time Schedule:**

The total exercise has to be completed within a period of 45 days from the date of start of work.

S. No.	Activity	Duration in Days
1	Study of the Project by the agency – its nature, area of operation, etc.	Within a period of maximum of 45 Days.
2	Preparation & submission of evaluation materials, sampling method and action plan	
3	Pre-testing, adjustment of evaluation materials/ and Pilot testing	
4	Site movement, Data Collection	
5	Data Entry, Compilation, Processing and Data Analysis	
6	Submission of 1 <sup>st</sup> Draft to BHEL	
7	Preparation, submission and acceptance of final report after receiving the comments from BHEL	

**f) Arbitration:**

Any disputes on both sides to be referred to General Manager / Head of HR of BHEL, Bhopal for settlement who will be the final authority.

**g) Agreement:**

A formal agreement in five hundred rupees non judicial stamp paper outlining the roles & responsibilities of the agency shall be signed with the selected, incorporating the accepted conditions, payment terms, indemnity clause etc.

**(To be placed in a separate envelope superscripting “Details of agency for BHEL-CSR Impact Assessment Study; and Name of the Agency” on the left hand corner of the envelope)**

**Details to be furnished by agency applying for Impact Assessment**

**A. General Information:**

1. Name of the Agency
2. Registration number and Date of Registration (copy / proof to be attached)
3. Income tax PAN, Service Tax reg. No (copy to be attached)
4. Name of the Contact Person with designation, Address for Communication with telephone number, Fax & Email
5. Geographical Area / span of operation (mention districts in which projects undertaken)
6. Brief introduction about agency and the services offered
7. Details of the Manpower proposed to be deployed for the assignment

Sl No	Name of the Key Person(s) / Expert(s)	Qualification/ Specialization	Experience in years	Major Tasks performed	CV / Profile attached (Y/N)

**8. Details of experience of the Agency:**

Sl N	Name of the assignment (Impact Assessment)	Name of the client	Start Date	End Date	Major Tasks Performed	Location of the project	Details attached (at page no.)

**9. Financial Capacity:**

Financial statements consisting of Auditor's report, balance sheet, Profit & Loss Account, Income & Expenditure Statement and Cash Flow Statement for the last 3 Financial Years and also specific details as per table:

Sl. No	Financial Year	Net Worth(Positive / Negative)	Annual Turnover

10. Executive Summary of all the Impact Assessments/Monitoring & Evaluation work completed by the agency in the domain of Corporate Social Responsibility / Sustainability Services/ Community Development Projects; financed by any Central Ministry/ World Bank/ NABARD and/or other international donor institution (e.g., ADB, EU etc) or Central / State PSE.

11. Declaration signed by agency (Refer sample declaration form) placed at Sheet 2

**DECLARATION**

It is certified that:

- ❖ The information given above / in the proposal No. \_\_\_\_\_ dated \_\_\_\_\_ for \_\_\_\_\_, submitted to BHEL, is TRUE to the best of my knowledge. The organization shall stand liable for any information given herewith which is later found to be false/ incorrect.
- ❖ Our agency/organization/institution is interested to undertake the proposed evaluation/study.
- ❖ We have gone through the terms and conditions and agree to abide by the same.
- ❖ I am competent / authorized to sign this Declaration.

Date:

Authorized Signatory

Place:

Name:

Seal of the Organization:

Designation:

**Price Bid****Impact Assessment of Corporate Social Responsibility projects of BHEL, Bhopal**

(To be placed in a separate envelope duly superscripting “Price Bid for BHEL-CSR Impact Assessment Study; and Name of the Agency” on the left hand corner of the envelope)

<b>Sl. No</b>	<b>Project Name</b>	<b>Work Done</b>	<b>Amount (in Rs.)</b>
<b>1</b>	Agriculture Technology Intervention for the socio-economic up-liftment of the tribal farmers in identified villages of Bhagawanpura Block, Khargone District, MP	During 1 <sup>st</sup> year of the project (from 18.09.2014 to 17.09.2015) Agriculture Technology Intervention for 400 nos farmers from Rabi / Kharif crop to vegetable crop through demonstrations, meetings, distribution of seeds, fertilizer, pesticides and other support activities.	
<b>2</b>	Palliative care through mobile unit for cancer patients in Bhopal through Global Cancer Concern India, Gurgaon (GCCCI)	Provided palliative care / therapy for terminally ill cancer patients, including free medicines, in Bhopal through Mobile Unit during the period 19.09.2013 to 30.09.2015.	
<b>3</b>	Mobile Medical Van Programme for Rural People in and around Bhopal through PHD Rural Development Foundation, New Delhi	Medical camps in 24 selected villages in and around Bhopal. 20 camps conducted per month from July 2015 to Dec 2015. Camp includes free medical check-up, free distribution of medicines, Blood Test & ECG (as per need) etc.	
		<b>TOTAL</b>	

**Amount in words:**

**Signature & Seal  
(Tenderer)**

**Note:**

- 1) Activity-wise breakup of cost for each project is to be provided separately;
- 2) L1 agency will be decided based on the total of all three projects as package.