

# **REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES– FIRMS SELECTION)**

**INDIA**

**BIHAR INTEGRATED SOCIAL PROTECTION STRENGTHENING PROJECT**

Credit No. 5349 IN

**Assignment Title: Hiring of Financial Management Consultancy through Chartered Accountant Firm.**

**Reference No: CS -14**

1. The Government of Bihar, with financing and technical support from the World Bank, is implementing a project titled “Bihar Integrated Social Protection Strengthening (BISPS) Project”. The objective of this Project is to strengthen institutional capacity and delivery systems to deliver social protection programs and services and expand outreach of social care services for poor & vulnerable in Bihar. The State Society for Ultra Poor & Social Welfare (SSUPSW) under the Department of Social Welfare (DoSW) is one of the implementing agencies of the project.
2. SSUPSW intends to engage the services of a Financial Management and Consultant (FMC), firm to provide support in discharging responsibilities relating to financial management of social security pension schemes and social protection schemes/project. .
3. **Objective:** The objective of this assignment is to support the project in discharging its fiduciary responsibilities including budgeting, fund flow, accounting, reporting and auditing.

## **Financial Management**

- Rolling out the TALLY accounting system (currently installed in the SPMU) to the DPMU, BPMU, Buniyad Centers at District/ Block level units after modification of the chart of accounts.
  - To Design, implementation and strengthen fund flow system in SSUPSW including electronic transfers from SPMU to DPMU/BPMU etc.
  - To carry out financial accounting of various components of project as per requirement, ensure maintenance of adequate records of all financial transactions in accordance with generally acceptable accounting practices and ensure maintenance of supporting documents and registers and record maintenance system are in place.
  - To ensure functioning of the financial accounting system and facilitate monthly consolidation of the financial information from the computerized accounting system through Tally at and between SPMU, DPMU, BPMU (Including Buniyad Centres at District/Block).
  - To train the finance staff recruited at the SPMU, DPMU, BPMU ( Including Buniyad Centres at District/Block) in all aspects of financial management and building up familiarity with the Project FM Manual.
4. **PERIOD OF CONSULTANCY:** The time period for the said consultancy shall be **three (03) years** from the commencement. The duration may be extended if required with mutual agreement of the parties. The draft Terms of Reference for the assignment is available at [www.ssupsw.in](http://www.ssupsw.in)

5. The State Society for Ultra Poor & Social Welfare (SSUPSW), Department of Social Welfare, Government of Bihar now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The short listing criteria are:

- (i) The firm should be in existence from last ten years.
- (ii) Average Annual Financial Turnover of **INR 1 Crore** for the last **3** years (2015-16, 2014-15 and 2013-14),
- (iii) At-least **5** years of organizational experience in related fields as mentioned in section 2 of this EoI.
- (iv) Successful completion of at-least **3** similar assignments, preferably with public sector agencies in India or projects in India funded by Multilateral/ Bilateral sources.
- (v) Proven ability to work with district or block level staff.
- (vi) Experience of working in Bihar with central or state governments/departments.
- (vii) Availability of in-house expertise with the firm to develop training modules and conduct trainings on Financial Management.

The list of documents to be submitted along with EOI are:

- a) Details of Work Experience/Assignments undertaken as required in the ToR to support the shortlisting criteria accompanied by completion or acceptance certificate(s)
- b) Self- certified details of personnel with domain expertise and experience
- c) Certificate from the statutory auditors/ Chartered Accountant certifying the turnover from consultancy business during the last three financial years.

6. The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank’s [\*Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers\*](#) (January 2011) (“Consultant Guidelines”), setting forth the World Bank’s policy on conflict of interest. In addition, please refer to the following specific information on conflict of interest related to this assignment: conflict between consulting activities and procurement of goods, works or non-consulting services; conflict among consulting assignments; and relationship with Borrower’s staff.

7. A Consultant will be selected in accordance with the QCBS method set out in the Consultant Guidelines.

8. Consulting firm may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications. The “Association” may take the form of a joint venture (with joint and several liability) or of a sub-consultancy, and this should be stated clearly in the submission.

9. Further information can be obtained at the address below during office hours 1000 to 1800 hours.

10. Expressions of Interest must be delivered in a written form to the address below through registered post/speed post/ courier/ by hand by May 11, 2017 till 1700 hrs.

**The Project Director,**  
**State Society for Ultra Poor and Social Welfare (SSUPSW),**  
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