

Terms of Reference (TOR) for Evaluation of implementation of Mid Day Meal in Schools in the State of Assam

The National Programme of Nutritional Support to Primary Education (NP-NSPE) was launched on 15th August, 1995 and being continued now as a Centrally Sponsored Scheme (CSS) with the objective of increasing enrolment, attendance and retention of children studying in primary classes (I-V) in Government, Government-Aided and Local Body Schools and to provide nutritional support simultaneously. Over the years, the scheme has undergone several changes with regard to coverage, quantity of food grains and financial assistance.

In the year 2008-09, the scheme was extended to upper primary classes (VI-VIII). The name of the scheme has been changed to "National Programme of Mid Day Meal in Schools" (NP-MDMS) and is popularly known as Mid Day Meal Scheme.

The programme supplies free lunches on working days for children in primary classes and upper primary classes in Government, Government Aided, Local Body, Alternate Innovative Education centres, *Madrassa* and *Maqtabs* supported under Sarva Shiksha Abhiyan and National Child Labour Project schools run by the Ministry of Labour.

Objectives:

The objectives of the scheme are:

- Improve nutritional status of the children in classes I to VIII of Government, Local Body and Government-Aided Schools, Special Training Centres (STC), *Madrassa* and *Maqtabs* supported under Sarva Shiksha Abhiyan.
- Encouraging poor children belonging to disadvantaged sections to attend school more regularly and help them concentrate on classroom activities.
- Providing nutritional support to children of elementary stage in drought affected areas during summer vacation.

In order to ensure smooth implementation of the scheme, various initiatives like training of Cook cum Helpers on food safety & hygiene at school level kitchen, testing of cooked food by teachers/community, fund transfer through bank, preparation of food as per suggested weekly menu, community involvement, maintenance of Register, storage of food grains and other cooking ingredients in hygienic manner, habits of hand washing before and after taking food, implementation of MDM Rules, providing guideline on "Food Safety and Hygiene for School level Kitchens" etc. have been taken. Regular and proper monitoring of the scheme is very essential to ensure implementation of the scheme as per objectives.

Under this backdrop, it is proposed to conduct a study to evaluate the effectiveness of the scheme.

Coverage:

The seven (07) aspirational districts, identified by NITI Aayog viz. Baksa, Barpeta, Darrang, Dhubri, Goalpara, Hailakandi and Udalguri will be covered. The study will be conducted in all blocks of the said districts. A total of 20 schools (Govt. & Provincialised) per block will be covered. Detailed coverage will be as follows:

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#	Name of district	No. of block	Name of block	No. of school
1	Baksa	4	BAKSA JALAH TAMULPUR TIHU BARAMA	80
2	Barpeta	7	BAJALI BARPETA BHAWANIPUR CHENGA GOBARDHANA MONDIA RUPSHI	140
3	Darrang	3	DALGAON KALAIGAON SIPAJHAR	60
4	Dhubri	5	AGOMONI BILASIPARA CHAPAR GAURIPUR GOLAKGANJ	100
5	Goalpara	4	BALIJANA DUDHNOI LAKHIPUR MATIA	80
6	Hailakandi	3	HAILAKANDI KATLICHERRA LALA	60
7	Udalguri	3	KHOIRABARI MAZBAT UDALGURI	60
Total		29		580

Selection of the schools will have to be done to ensure proportionate representation of LP,UP, ME, MV, Composite High & Higher Secondary schools. Moreover, the selected schools of each district will have to be from rural & urban areas, hard to reach areas (char/riverine/hilly/border) etc.

Objective of the study:

The study will be conducted with the following objectives:

- To study the effectiveness of the service mechanism of the scheme.
- To study the effect of the scheme on attendance and retention of children.
- To identify the specific issues and challenges in effective implementation of the scheme.
- To suggest viable & practical measures for better implementation.

Data collection:

Both primary and secondary data will be collected. Primary data will be collected from schools/SMCs/SMDCs/GPSS. Secondary data may be collected from State Nodal Office (SNO), District Nodal Offices (DNO), Assistant District Nodal Offices, Block Nodal Offices etc.

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Tools: Tools for data collection will be prepared by the study team in consultation with SNO.

Data Analysis:

Both quantitative and qualitative analysis of data will be required. Detailed district wise and consolidated analysis will have to be done. School-wise data will have to be provided. Analysis will have to be given against the initiatives taken (mentioned above). *The study team will have to highlight the strengths/weakness of each of these initiatives and put forth recommendations for improvement.*

The study team will have to submit the following:

- Progress report of the study every fortnight.
- Two hard copies and soft copy of draft report.
- Fifteen hard copies and soft copy of final report.
- Few photographs (10 to 15) and small videograph representative of each district.
- List of respondents (district wise) is to be submitted as annexure (extra).
- Few filled up tools representative of each sample district separately.

Other terms:

Along with submission of EOI, the following details are to be furnished. However, Educational Institutions/Individuals are exempted from submitting (iii) to (vi) :

- (i) Name with detailed CV of the Principal Investigator.
- (ii) Details of research works/surveys undertaken in socio-educational field (by organization/institution in case of EOI submitted by organization/institution).
- (iii) Full particulars of the constitution, ownership, organization structure and main activities of the prospective consultant, including details of full time professionals.
- (iv) Copy of Organization/Institution/NGO registration certificate; business registration license; VAT registration certificate and PAN certificate; tax clearance certificate till financial year 2017-18 duly certified from notary public.
- (v). Declaration made in writing by the Organization(s)/ Institution(s)/NGOs that it is not disqualified for taking part in **such** proceedings, that it has no conflict of offence relating to the concerned profession or business.
- vi. Last three financial years' (2016-17, 2017-18 & 2018-19) audit report.

Duration: The study will have to be completed within March, 2020 from the date of signing of the agreement.

Budget: The applicant will have to submit detailed budget proposal.

The evaluation of EOI will be done on the basis of the following criteria:

#	Criteria	Score
1	Submission of relevant information/document	15
2 (a)	Organizational setup and resources available (human)	10
2 (b)	Organizational setup and resources available (technical)	10

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3 (a)	Break up of timeline	10
3 (b)	Budget proposal (with detailed activity-wise break-up)	10
4	Experience of conducting large scale survey	20
5	Note on mechanism of conducting the study	15
6	Sample Tools for data collection for the study	10
Total		100

The minimum score for short listing shall be 60. The five top scoring applicants will be shortlisted for final selection. For final selection, shortlisted applicants may be called for power point presentation.

The EOI must be submitted in sealed envelope super scribing topic of the study. EOI submitted through e-mail shall not be accepted.

Organisation/Institution based outside the state of Assam but having a branch office at Guwahati may also apply.

Selected applicant will have to deposit 5% of the total amount as security money within seven (07) days of signing of agreement with SNO, Assam. The security money in the form of Demand Draft (DD) so deposited in the name of Mission Director, SSA, Assam shall be refunded only after successful completion of the assignment. In case of default, the security money shall stand forfeited.

EOI must be submitted through proper channel. SNO, MDMS, Assam reserves the right to accept or reject any or all EOI received without assigning any reason thereof.

The services are expected to be commenced on 1st week of February, 2020. The task is to be completed in two months time i.e. February and March, 2020.

Further information or clarification can be obtained from State Nodal Office, Mid Day Meal Scheme, Assam, Kahilipara, Guwahati-19 during office hours on working days.
