



**Date of Issue: 30<sup>th</sup> June 2010**  
**Closing Date: 24<sup>th</sup> July 2010**

**(Reference NO. UNDP/2010/001)**

## **REQUEST FOR QUOTATION**

### **“TO CONDUCT ACTION RESEARCH”**

The Government of India and United Nations Development Programme (UNDP) invite proposals from individuals and organizations including Non-Governmental Organizations and academic/training/research institutions for conducting action research on legislations, legal provisions and policies affecting the rights and entitlements of the women and men belonging to the marginalized groups. For the purposes of action research studies, marginalized people include women, scheduled castes, scheduled tribes, children, minorities, people living with disabilities, and poor women and men working in the unorganized sector. The study cannot be purely academic and must be actionable in nature. Based on evidence, it must suggest making new or introducing changes in existing government policy, statutes/statutory provisions, administration of justice with a view to ensure improved and accessible rights and entitlements for the people belonging to the marginalized groups.

The action research will be supported in the context of the Government of India and UNDP Project on Access to Justice for Marginalized People.

#### **Selection Criteria**

- Proven experience in conducting research studies
- Qualifications of the individual/proposed team
- Quality of the proposal submitted
- Target groups and/or the laws/entitlements covered
- Proposed Methodology
- Justification
- Feasibility
- Gender equity and inclusion

#### **Project Duration**

6-12 months

#### **Proposal Format:**

The proposal will be submitted in 2 parts: technical and financial

I. Technical proposal

- Title of the study
- Description of the area/issue/law/policy of the proposed action research study including justification (why should the study be funded? Who will it benefit? Whether any, and if so, what kind of studies have already been conducted on similar issues/laws/policies?)
- Proposed location of the study and the category of beneficiaries who will be impacted
- Detailed description of the methodology to be adopted while conducting the study
- Methodology to be adopted for disseminating the action research and the ways in which the organization/individual will engage with the policy makers and feed into policy change
- Time schedule with milestones / performance targets
- Introduction of the individual/organization indicating past experience in the subject area
- Qualifications of individual/team (team leader, team members)
- Name and a brief description of at least 3 research studies conducted in the recent past
- Names and contact details (including the name of the person-in-charge and telephone numbers) of 2 funding agencies that have supported the work of the individual/organization in the last 3 years.
- A short abstract (1-2 pages)

II. Financial proposal will be submitted separately in a sealed envelope. Detailed budget must be provided along with breakups.

### **Expected Outputs**

- An action research study report
- A national/state roundtable/review meeting with experts for validating the findings and suggestions of the report

### **Reporting and Monitoring Arrangements**

The organization/individual will be required to produce:

1. A mid-term progress report on the project progress, achievements and challenges faced in achieving the project objectives.
2. A Project Completion Report within a month of the completion of the project.

### **How to Apply:-**

**Quotations should be preferably sent by email to [bids.india@undp.org](mailto:bids.india@undp.org) Or addressed to the Procurement Division, United Nations Development Programme, 55, Lodi Estate, New Delhi-110003.**

**Deadline for submission is 1700 hrs India Time on 24<sup>th</sup> July 2010.**

**Note: Bidders are requested to mention the RFQ Title / RFQ Reference No. in their mail.**

