

Call for proposal: Advisory services to assist in the development of a digital toolkit

About the Project: Develop SOPs under the Project SEWAH

This is a call for proposal from advisory partners and agencies to develop a digital Safe Water Enterprise Entrepreneur Toolkit comprising modules, tools, and sub-tools that can be used for training and capacity building of SWE's. Its user groups would include SWE stakeholders, PHED officials, Women -Self Help Group, training, water quality assessment, operations, Water ATMs, and their financial management.

Under the program:

1. There will be 10 SOP Modules developed as tools in word, ppt, or Xls format. Refer to Annexure 1 for details
2. Develop tutorials/trainers' script of these modules and web host them
3. Participate in training webinars of these tools to refine them further

Timelines: Four months starting from the award of contract.

Intellectual Property: All output, training materials, questionnaires, feedback forms, results, data, and reports generated under the award are solely the property of Safe Water Network India.

Confidentiality: Any information, resources, and assistance (including access to records, systems) shared with you during the program for this engagement cannot be disclosed or used in electronic, print, or audio medium.

Please send in your application to this mail id – psewak@safewaternetwork.org / psingh@safewaternetwork.org / info@swnindia.org till Feb 25, 2020

About Safe Water Network: Safe Water Network India is a not-for-profit Trust, registered on October 16, 2009, committed to bringing scalable, financially sustainable solutions that provide clean, affordable drinking water to the communities in quality-affected habitations in India. Safe Water Network India holds a licensing agreement with Safe Water Network, a 501 (c) (3) registered non-profit organization in New York, USA, and a core funder of the Trust.

About Project SEWAH: Project SEWAH is a collaboration between Safe Water Network India and USAID to strengthen the journey towards self-reliance in Urban Drinking Water through the multiplier effect of the knowledge hub and by leveraging the SWE Alliance. The project aims to create a legacy of a sustainable and reliable, safe drinking water footprint in the urban cities to accelerate the SDG Goal 6.1 by developing capacities of the citizens, PHED engineers, SWE implementers, and other stakeholders in the ecosystem so that SWEs are sustainably delivering safe drinking water reliably to the local communities.

Proposal Requirements

1. The partner should have credible experience in conducting market research and submit such credentials, and the proposal
2. Firms that have experience with similar engagements shall be preferred.
3. Team credentials must be shared along with the proposal
4. The proposal must be submitted within 15 days of this call for proposal
5. Total proposal cost must be submitted as exclusive of applicable taxes and charges

Annexure 1

S.No.	Modules	Tools
1	Screening Module	<ul style="list-style-type: none"> • Project Site Selection process • Project Implementation Partner Selection • Safe Water Enterprise Viability
2	Setting up Safe Water Enterprises	<ul style="list-style-type: none"> • Local government approval • Regulatory committee formation / MoU signups • Source water quality evaluation and technology selection • Raw water availability Source yield • Safe Water Enterprise - Architecture • Installation and pilot run
3	Water Quality	<ul style="list-style-type: none"> • Water Quality Monitoring
4	IEC (Information, Education, and Communication)	<ul style="list-style-type: none"> • Community mobilization • Consumer activation • Social marketing and demand generation • WASH in school and community
5	Financial Management	<ul style="list-style-type: none"> • Bookkeeping • Budgeting and Forecasting • Banking • Audit • Procurement to Payment
6	Monitoring and Evaluation- KPI Management	<ul style="list-style-type: none"> • Registration and Volumes • Volume: Onsite and Distribution • Downtime reporting
7	Asset Management	<ul style="list-style-type: none"> • Asset Tracking and Coding • O&M management
8	Project Scan Tool	<ul style="list-style-type: none"> • Project Management • Inventory Management • Customer Management
9	Performance Reporting	<ul style="list-style-type: none"> • Process for Dashboard presentation for KPIs
10	Impact Assessment	<ul style="list-style-type: none"> • Social Impact assessment for the project