

**EXPRESSION OF INTEREST**  
For an online system for disbursement of Fellowship

Council of Scientific & Industrial Research (CSIR), India, a premier national R&D organisation, is among the world's largest publicly funded R&D organisation. CSIR's pioneering sustained contribution to S&T human resource development is acclaimed nationally. Human Resource Development Group (HRDG), is a division of CSIR that realises this objective through various research grants, fellowship schemes etc.

Presently, CSIR has been supporting a large number of research fellows/associates for pursuing their doctoral and postdoctoral research in universities and R&D institutions across the country. Over the years more than 75000 researchers have been benefitted. Presently about 8500 candidates are the recipients of CSIR Fellowships and Associateships etc. The fellows are selected through national level examination/ evaluation process.

In translating the above mandate, these grants/ fellowships are released on monthly basis on prescribed rates through Direct Benefit Transfer (DBT) mode. Compliance to the PFMS guidelines of Government of India is also a requirement. Fellowship payments are subject to monthly attendance certification and annual progress/ performance certification. Accordingly, CSIR-HRDG invites EXPRESSION OF INTEREST (EoI) to involve interested parties including Nationalised Banks, having similar work experience of handling fellowship payments and capable of providing online system with integrated banking interface through Nationalised Banks for execution of this task. The broad Scope and Terms of Reference for such engagement are:

1. To release fellowship including HRA to scholars every month at prescribed rates.
2. The system should have provision of a Dash-Board for all users to view reports concerning them and a system of SMS and e-mail alerts to registered phones & e-mail address of all concerned as well as advance alert for completion of tenure etc.
3. To have adequate checks & balances to ensure that no over/double/wrong payment is made.
4. To capture attendance of fellows each month duly authenticated by host Institutes.
5. To capture the Annual Progress Report for continuation/ upgradation of Fellowship.
6. To ensure that the transactions are DBT, PFMS and related GOI instructions compliant.
7. Complete dashboard for effective management of the scheme and provisions to generate various reports as desired by DBT including, pending fellowships to any fellow for more than 2/3/4 months, Financial Year/Month/Fellow/Institute-wise payments reports, state-wise reports.
8. Scheme for CSIR JRF/ SRF etc can be viewed at <https://csirhrdg.res.in/Home/Index/1/Default/1246/60>



For this, we seek suitable proposals from interested parties having similar work experience of handling fellowship payments of more than 7000 fellows/associates/beneficiaries every month, and capable of providing online system with integrated banking interface through Nationalised Banks. The interested parties may submit their EoI along with detailed proposals with specific mention of following:

- a) Information on any similar DBT scheme needing monthly/quarterly attendance certification being operated by the party presently. If so, details of the scheme and number of beneficiaries involved and associated workflow/screenshots etc.
- b) Quantum of funds involved in such scheme per annum.
- c) Role of the party vis-a-vis role of CSIR-HRDG perceived towards effective implementation of the scheme.
- d) Any other USP, the party would like to mention regarding its credential/features for the task invited under EoI.
- e) Interested parties should be capable of implementing the system preferably by 01/04/2020.

Interested parties shall give a presentation of their system conceptualised for the aforesaid purpose before CSIR-HRDG which will be scrutinised by an Evaluation Committee constituted by CSIR-HRDG. The shortlisted parties will be called upon to participate in the Bidding Process.

The EoI as detailed above should be sent in sealed envelope superscripted with "Expression of Interest for an online system for disbursement of Fellowship" by Speed Post/Courier or by hand at the following address within 15 days of its publication.

NOTE: No Financial quotes should be submitted at this stage.

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