

No. U-1/2020/PMU/CRS
GOVERNMENT OF INDIA
MINISTRY OF INFORMATION AND BROADCASTING
(CRS cell)
Rm. No. 116, 'A' Wing, Shastri Bhawan
Dr. Rajendra Prasad Road, New Delhi-110001

Dated: 14.1.2021

**INVITATION OF EXPRESSION OF INTEREST (EOI) FOR ORGANIZING
COMMUNITY RADIO ACTIVITIES ON BEHALF OF THE MINISTRY OF
INFORMATION AND BROADCASTING**

1. Ministry of Information and Broadcasting invites Expression of Interest from interested organizations to organize the following activities on behalf of the Ministry:-
 - a. Community Radio Awareness Webinars for prospective Community Radio applicants;
 - b. Capacity building of permission Holders of Community Radio Stations through webinars; and
 - c. Capacity building of existing Community Radio Stations through Webinars.
2. The EOI document can be downloaded from the Ministry's website <http://www.mib.gov.in>
3. Interested organizations, who meet the eligibility criteria, may furnish Expression of Interest with all necessary documents by an email, along with a covering letter duly signed by an authorized signatory along with a copy of payment receipt towards non-refundable processing fee on or 4th February 2021. The cover letter should be addressed to the following officer:

Shri Gaurishankar Kesarwani
Additional Director (CRS)
Ministry of Information and Broadcasting
Room No. 116, 1st Floor, A Wing, Shastri Bhawan,
New Delhi-110001
Phone: 011-23386547

4. **Separate email should be sent for each activity.** EOI should be submitted through email at: crscell-moib@nic.in
5. Any EOI received after the due date or not found to be in accordance with the above procedure, will be rejected outright and the decision of the Ministry of Information and Broadcasting in this regard shall be final and binding.

**EXPRESSION OF INTEREST (EOI)
FOR ORGANIZING COMMUNITY RADIO ACTIVITIES**

1. Objective of the Expression of Interest (EOI)

- i. The objective of this EOI is to solicit proposals from interested and eligible organizations to the following activities on behalf of the Ministry:-
 - a. Community Radio Awareness Webinars for prospective Community Radio applicants
 - b. Capacity building of permission Holders of Community Radio Stations through webinars.
 - c. Capacity building of existing Community Radio Stations through Webinars.

2. EOI Issuing Authority

This EOI is issued by the Ministry of Information and Broadcasting, herein after referred to as “Ministry”, to select organizations for conducting the above mentioned activities. Ministry’s decision with regard to the short listing of organizations through this EoI shall be final and binding. Ministry reserves the right to reject any or all the EOIs without assigning any reason.

S.No.	Item	Description
1.	Project Title	EXPRESSION OF INTEREST (EOI) FOR ORGANIZING COMMUNITY RADIO ACTIVITIES
2	Name of the Ministry	Ministry of Information and Broadcasting
3	Reference No.	U-1/2020/PMU/CRS
4	Contact Person	Shri Gaurishankar Kesarwani Additional Director (CRS)
	Contact Details	M/o Information & Broadcasting Room No. 116, “A” Wing, ShastriBhawan, Dr. Rajendra Prasad Road, New Delhi -1100 01. Tel: 011-2338 6547

3. Availability of EOI Document

This EOI Document can be downloaded from the Ministry’s website www.mib.gov.in . The applicants should carefully read the EOI document and other details given therein. Failure to furnish complete information as mentioned in the EOI document and/or submission of a proposal not

fully responsive to the EOI Document in every respect is liable to lead to rejection of the proposal.

4. EOI Processing Fee

A copy of payment receipt, towards non-refundable fee of Rs.5000/- for **each EOI**, paid through Non-Tax receipt portal of Government of India (<https://bharatkosh.gov.in>) payable to “Pay & Accounts Office (MS), Ministry of Information and Broadcasting under the head of 8443-Civil Deposit” should be attached with the proposal. Proposals received without or with inadequate EOI Processing Fee shall be rejected.

5. Venue and Deadline for submission of the proposal

Proposal(s) complete in all respects, as specified in the EOI, must be submitted to the Ministry by email at: crscell-moib@nic.in by 4th February 2021. Ministry may at its discretion extend the deadline for submission of proposals.

6. Background

Community Radio (CR) is an important third tier in Radio broadcasting, distinct from public service and commercial media. In the last few years, this sector has been growing slowly but effectively in India. Community Radio Stations (CRS) are essentially low power radio stations which are meant to be set up and operated by the local communities. CRS permissions in India are granted to educational institutions, agricultural institutions and civil society Organizations that are not-for-profit Organizations. CRSs are rooted in the local community, and are owned and managed by the community itself. This gives them a distinct advantage to focus on local issues concerning health, nutrition, education, agriculture etc. Moreover, the CR sector offers the powerful medium to marginalized groups to voice their concerns.

Furthermore, since the broadcast is in local languages and dialects, people are able to relate to it instantly. It provides a platform to air local voices on issues concerning their lives. Community radio also has the potential to strengthen people’s participation in development programmes. In a country like India, where every state has its own language and distinctive cultural identity, CRSs are also a repository of local folk music and cultural heritage. Many CRSs record and preserve local songs for posterity and give local artists a platform to showcase their talent to the community. The unique position of CRS as an instrument of positive social change makes it an ideal tool for community empowerment.

6.1 Community Radio Awareness Webinars for prospective Community Radio applicants

Ministry of information and Broadcasting is the nodal Ministry to permit organizations to operate Community Radio Stations. The Community Radio Policy brought out in the year 2002 and modified in 2006, 2017 and 2018 details the procedure for permitting CRS in India. Though the CR Policy has been in force for more than 18 years, lack of awareness among masses and grass root organizations about the advantages of the Community Radio has been a major factor for the sector not achieving its potential.

Therefore, awareness generation is crucial for the success of Community Radio movement in India. Ministry has been organizing awareness workshops since 2007 onwards to popularize CR among masses and motivate the potential organisations to apply for CR licenses. So far 91 awareness and capacity building workshops have been organized across the country.

Objectives of Awareness Webinars:

- a. To generate awareness amongst the civil society, potential applicants, Government Departments and stakeholders.
- b. To propagate and demystify the Community Radio Policy and its processes.
- c. To motivate the participants and other eligible civil society organisations to apply for the permission to operate CR Stations.
- d. To explain and demonstrate the application/permission process and facilitate eligible applicants to submit application.
- e. To provide an overview on basic principles of CRS, ownership, process of capacity building, content generation, technology, management, and sustainability of CR station.
- f. To demonstrate CR application process, especially through CR online portal.

Due to current situation arisen due to COVID-19 Pandemic, these awareness workshops are being contemplated to be held in webinar mode.

6.2 Capacity building of permission Holders of Community Radio Stations through webinars

Over the past decade, Community Radio Stations have been experiencing several issues and challenges in running, operating

and managing the stations. Several capacity building needs have been identified by the practitioners as well as support agencies. Issues relating to sustainability, staff and volunteer management, content development, community engagement, understanding of the policy and code of ethics as well as operations and management of the stations have been areas of concern for the sector.

The above-mentioned issues have emerged through various processes of consultations, which include two rounds of Peer Review Processes (about 70 CRSs have participated) (2013-14), 8 National CR Sammelans (all functional CRSs), four Regional Sammelans and a specific Training Needs Assessment survey through self-administered questionnaires (62 respondents) (2016), conducted by the Ministry.

Capacity Building activities is proposed to address these areas of concern and devise and implement mechanisms to address the same. The activities are targeted towards Organisations which are permission holders.

Key objectives of the capacity building programme are:

- a. Enable organizations holding LOI and/or GOPA to understand, strengthen and improve various aspects of specific themes of each capacity building programme;
- b. Encourage peer learning and processes contributing to it;
- c. Document good practices conforming to the thematic areas ;
- d. Build a repository of capacity building processes, tools, and modules for evaluation and possible replication; and,
- e. Identify and build a database of organizations and experts with core competence in various community radio areas.

Themes on Which Capacity Needs To Be Built-Up

- I. Signing of GoPA agreement
- II. How to apply Frequency allocation/ SACFA/ WoL
- III. Programme production
- IV. Lessons from operational CR stations
- V. Sustainability of CR station

The capacity building has also been envisaged via webinar held at regular intervals.

6.3 Capacity building of existing Community Radio Stations through Webinars.

Today, there are 315 operational Community Radio Stations across India. Around, 130 stations are empanelled with Broadcast Outreach Communication (BOC), to get advertisements from Central Government Ministries and Department. Operational Community Radio Stations are facing various challenges. These stations have raised this on various occasions during National Community Radio Sammlans and Regional Sammelans. New stations are facing challenges to know the sector, how to run the station, get empanelled with BOC etc. The older stations are facing challenges how to apply for renewal of Grant of Permission Agreement (GoPA), Wireless Operating License (WoL), process of destroying old transmitter etc. There are various cross cutting themes of which older and new stations are facing similar challenges such as sustainability of station, programme development as per GoPA agreement, technical issues if any arise etc.

Key objectives of the capacity building programme are:

- a. Enable operational Community Radio Stations to strengthen; their capacity in operating of Community Radio stations;
- b. Encourage peer learning processes;
- c. Document good practices;
- e. Enable Community Radio Stations to adhere policy guidelines and GoPA agreement.

THEMES ON WHICH CAPACITY NEEDS TO BE BUILT-UP

- I. Code of Ethics
- II. Sustainability of CR stations
- III. Programme production and community engagement
- IV. Process for renewal of GoPA and WoL

The capacity building has also been envisaged via webinar held at regular intervals

6.4 Need for Expression of Interest

The above mentioned activities will be held through online mode. The Ministry has planned to organize 9 awareness workshops through webinars, 9 workshops for LoI/GoPA Holders through webinars and 9 workshops for operational CRSs through webinars. Through this Expression of Interest (EOI), Ministry wishes to select experienced and competent organizations to organize these activities successfully.

Three organizations will be selected to conduct the above mentioned activities. Each organization will be given equal number of workshops. In case adequate numbers of organizations are not found suitable, Ministry reserves the right to distribute the number of activities amongst the selected organizations, including across activities.

7. Scope of Work

The scope of work of the selected organisation(s) would be as follows:

- a. Design the agenda, training/capacity building materials
- b. Make logistics arrangements for conducting the activities
- c. Pre and post activity follow-ups
- d. Shortlist organisations for participation in the workshops training and capacity building in consultation with and approval of the Ministry
- e. Submission of suitable suggestions on regular basis for effective conduct of webinars
- f. Submission of detailed report including recommendations at the end of each activity

The following principles would be followed to organize the Activities:

- a. The sessions will be planned in such a way that the participants are able to learn and apply their skills
- b. The agenda of each activity will be finalized in consultation with the Ministry
- c. The design will ensure that each and every participant is able to air his/ her views and is also able to engage with other stakeholders

- d. The sessions should ensure that the participants are engaged and bring in their experiences, and knowledge for chalking out the plans for the future of Community Radio movement of the country
- e. Participants and experts/resource persons to be invited in workshops shall be finalized in consultation with Ministry of I & B
- f. The accounts of the organization pertaining to the project will be open for Audit by Government whenever asked to do so
- g. Host organization will submit a report on each activity within one week of completion of the activity
- h. Settlement of financial matters at the end of each activity

This is an indicative list of deliverables and scope of works.

External Experts and Resource Persons

Apart from the core team, a team of experts from the region and the following groups shall be pooled in as speakers and experts for the sessions in consultation with the Ministry.

- i) Representatives from MoIB, BOC, WPC, AIR etc.
- ii) Representatives from operating CR Stations and other stake holders
- iii) Representatives from Community Radio Associations/Forums
- iv) Representatives from Central and State welfare departments, District Magistrates etc.
- v) CR practitioners and promoters/innovators/academia
- vi) CR stake holders in general

9. Payment Details:

A break up the estimated expenditure, inclusive of all applicable taxes, involved in organizing the various activities is given in Annexure-I of the EOI Document. All estimates are subject to variance and will be restricted to approved/sanctioned amounts. All payments will be on the basis of actual expenditure or as per approvals, whichever is lesser. The amount sanctioned for the activity will be intimated to selected organization(s) before commencement of the activity. The relevant GFR Rules/financial instructions issued by the Finance Ministry from time to time shall be followed.

For each activity, Ministry will pay administrative charges at the rate of 10% of actual expenditure on activity.

Payment schedule will be as below:

- i) 40 % advance of the total approved/sanctioned expenditure at the time of approval. The rest of the funds required for organizing the activity will have to be mobilized by the selected organization(s).
- ii) Balance amount will be released after completion of activity and submission of audited statement of account, utilization certificate and consolidated report on activity (ies).
- iii) The selected organizations shall ensure the submission of final report and U.Cs. Within 15 days of completion of activity.

Organizations wouldn't be required to submit bills & vouchers of expenditures made against each activity. The actual expenditure made head-wise shall be given on the letter head of the organization along with Utilization Certificate.

9.1 The selected organization(s) will be required to submit Bank Guarantee of the advance amount given from a commercial bank against the advance payment.

9.2 The selected organization(s) will be required to sign an Agreement/MoU with the Ministry within 7 days of issuance of the Letter of Intimation (LoI).

10. PERIOD OF ENGAGEMENT

The selected organisation(s) will be engaged for a period of three (03) years for the concerned activity(ies) with a provision for further extension of two (02) more years, based on performance, subject to the approval of competent authority.

10.1 Termination of Contract

Ministry has right to terminate the contract at one month notice period.

11. NUMBER OF ORGANISATIONS TO BE SELECTED:

Ministry will select maximum three (3) organisations. Each organization will be given 9 activities in the following manners:

- 1) 3, Community Radio Awareness Webinars for prospective Community Radio applicants
- 2) 3, Capacity building of permission Holders of Community Radio Stations through webinars; and
- 3) 3, Capacity building of existing Community Radio Stations through Webinars.

In case adequate numbers of organisations are not found suitable, Ministry reserves the right to distribute the number of activities amongst selected organisations, including across activities.

12. Eligibility Criteria

- i) The applicant organization should be a “Not-for-Profit” organization like registered Societies/NGOs registered under relevant act, or Autonomous Body. The applicant is required to submit Certificate of Incorporation/Registration/MoA as applicable.
- ii) The applicant should have minimum turn over during each of last 03 years, as detailed below:

	Activity	Turnover
a)	Community Radio Awareness Webinars for prospective Community Radio applicants;	10 Lakhs
b)	Capacity building of permission Holders of Community Radio Stations through webinars.	10 Lakhs
c)	Capacity building of existing Community Radio Stations through Webinars	10Lakhs

The applicant is required to submit the audited statement of accounts, balance sheets and income tax returns of last 03 financial years i.e 2018-19, 2017-18& 2016-17. (Provisional balance sheet or audited balance sheet for the year 2019-20, if applicable, should also be submitted).

- iii) The applicant organisation should have experience of organizing awareness/capacity building workshops and should have organized at least two awareness/capacity building workshops in the field of CRS with not less than 25 participants in each workshop.

Copies of Work Orders or Agreements and final payment certificate/letter from the concerned department/authority/customers should be submitted along with copies of reports submitted to concerned department/authority on workshops/capacity building.

- iv) The applicant organisation should have a well-qualified and experienced team to undertake the work.
- v) The applicant organization should have a local office/authorised representative based in Delhi/NCR during the preparatory and implementation period of activities
- vi) The applicant organisation should not have been blacklisted by any Central or State Government Ministry/Departments, PSU, autonomous body etc.
- vii) Applicant should have a valid PAN no. and NGO Darpan Portal Unique ID NO.

13. Selection criteria:

Selection shall be on the recommendations of a Selection Committee constituted by the Ministry. The selection criteria shall be based on the following:

S.N	Evaluation Item	Marks
1	Year of establishment of the Organization	5
2	Experience of organising workshops in CR Sector	25
3	Organizational structure	20
4	Approach, methodology and work plan & quality assurance mechanism (Applicant will submit a paper not exceeding two pages explaining how the event(s) will be organized making it dynamic and innovative)	50
	Total	100

13.1 Detailed criteria for awarding of marks will be:

S. No.	Criteria	Max Marks	Criteria for awarding marks
1	Year of establishment of the Organization	5	<ul style="list-style-type: none"> • 3 years = 2 • Above 3 years and up to 5 years = 3.5 • More than 5 years = 5
2	Experience of organizing workshops in CR Sector	15	<ul style="list-style-type: none"> • Two workshops = 8 • Three to five workshops = 12 • More than 5 workshops = 15
	Experience of organizing workshops relevant to the activity in CR Sector	10	<ul style="list-style-type: none"> • Two workshops = 5 • Three to five workshops = 8 • More than 5 workshops = 10
3	Organizational profile (Team Composition)		
a	Professional Experience	10	□ Up to 10 years = 05

	(team leader)		<input type="checkbox"/> Above 10 years = 10
c	Team composition including Team Leader	10	<input type="checkbox"/> Up to 04 members with average experience of 02 years = 05 More than 04 members with <input type="checkbox"/> average experience of 02 years =10
4	Approach, methodology and work plan & quality assurance		
a	Extent of understanding scope of work	15	
b	Approach methodology & Work Plan	25	
c	Monitoring and evaluation mechanism	10	

Selections will be based on documentary evidence submitted by the applicant with respect to selection criteria.

14. Response Requirements

- (i) Proposal must be direct, concise and complete. All information not directly related to the EOI should be omitted. The EOI must be accompanied by all the relevant documents in support of the statements or claims made in the application including:
 - a) CVs of Key professionals/team members who would be associated with the assignment in the prescribed form attached to the Proforma [Form IV].
 - b) A statement regarding experience of CR sector (not more than two pages).
 - c) Approach paper not exceeding two pages indicating how the activities will be organized making it dynamic and innovative.
 - d) Evidence of registration of the organisation.
 - e) Annual Report of last 3 years.
 - f) Audited Financial Statements including Balance Sheet, Profit and loss account, for the last 03 years (2016-17, 2017-18 & 2018-19).
 - g) Certificate of registration/incorporation/MOA and memorandum of Article & Association.
- (ii) The EOI proposal should be super scribed with “Response to EOI Document-Organisation of CR.....
(Community Radio Awareness Webinars/ Capacity building of Permission Holders through Webinars/ Capacity building of existing Community Radio Stations through Webinars) and addressed to the Ministry at the address specified in the document.

- (iii) This is only an invitation for EOI and should not be construed as the selection in any form and would not be binding in any form on the Ministry of I& B in any manner whatsoever. Information provided at this stage is indicative and the Ministry of I & B reserves the right to amend/add further details.
- (iv) Ministry of I & B reserves the right to seek further information /clarification at any stage of the process.
- (v) Any response received after the due date or not found to be in accordance with the above procedure, will be rejected out rightly and the decision of the Ministry of I & B in this regard shall be final.
- (viii) The EOI proposal should be submitted to the addressee by 4th February 2020.

Response Formats

15. FORM I: COVERING LETTER

(On Organisation's Letter head)

[Date]

To,

Additional Director (CRS),
Ministry of Information and Broadcasting,
Room no. 116, 1st Floor, Shastri Bhawan,
New Delhi-110001

Dear Sir,

Ref: Expression of Interest for selecting organizations for organising Community Radio (Community Radio Awareness Webinars for prospective Community Radio applicants; Capacity building of permission Holders of Community Radio Stations through webinars; and Capacity building of existing Community Radio Stations through Webinars.)

Having examined the Expression of Interest (EoI), the receipt of which is hereby duly acknowledged, we, the undersigned, intend to submit a proposal in response to the Expression of Interest (EoI) for selecting organizations for organizing for Community Radio Awareness Webinars/ Capacity Building of Loi Holders through Webinars/GoPA Holders and Operational Community Radio Stations through Webinars).

We attach hereto the response as required by the EoI, which constitutes our proposal.

Contact details for our organisation are:

S.No.	Item	Particulars
	Name:	
	Designation:	
	Mailing Address	
	Phone	
	Mobile	
	Fax No.	
	E-mail Address	

We confirm that the information contained in this response or any part thereof, including its exhibits, and other documents and instruments delivered or to be delivered to Ministry of Information and Broadcasting is true, accurate, verifiable and complete. This response includes all information necessary to ensure that the statements therein do not in whole or in part mislead the department in its short-listing process.

We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading the short listing process, we are liable to be dismissed from the selection process or termination of the engagement during the project, if engaged to do so, for Community Radio Awareness Webinars for prospective Community Radio applicants; Capacity building of permission Holders of Community Radio Stations through webinars; and Capacity building of existing Community Radio Stations through Webinars.

We agree for unconditional acceptance of all the terms and conditions set out in the EoI document.

I/we also confirm hereby that our organisation has not been blacklisted by any Central or State Government Ministry/Departments, PSU, autonomous body etc.

It is hereby confirmed that I/We are entitled to act on behalf of our organisation and empowered to sign this document as well as such other documents, which may be required in this connection.

(Signature)

(In the capacity of/Designation)

(Name)

Dated this..... Day of ,2021

Duly authorized to sign the EOI for and on behalf
of.....

(Name and address of Organisation)

Seal/Stamp of organization

CERTIFICATE AS TO AUTHORISED SIGNATORIES

I,....., the Secretary/President of, certify
that

Ms/Mr. who signed the above
EOI is authorized to do so and bind the organisation by authority of its board/
governing body.

Signature:

Date:

(Organisation Seal)

(Name)

FORM II: GENERAL DETAILS OF THE ORGANIZATION

S. No.	Item	Particulars
1	Name of organisation	
2	Registration Details (Date of registration, registration no. etc)	
3	Turnover of organisation last 3 years i) 2016-17 ii) 2017-18 iii) 2019-20 (Provisional)	
4	Nature of activities	
5	Address of Head Office	
6	Address of Registered Office	
7	Local Address of Delhi	
8	Other relevant information	
9	Total numbers of workshops organised in CR Sector and other	
10	Mandatory Supporting Documents: a) Certificate of Registration Incorporation from Registrar of Societies/ROC/Trust Deed/MOA, as applicable b) Copies of Work Orders or Agreements and final payment certificates from the concerned department/ customers along with report of workshop submitted c) Approach paper not exceeding two pages indicating how the workshop will be organised making it dynamic and innovative. d) Memorandum of Association of the organisation. e) Annual Reports f) Audited Balance sheets of last 3 years g) Organisational structure and composition of the team which will remain associated with the proposed CR workshop	

17. Form III: Details of such workshops/capacity building programmes organised in the past

S. No.	Name of Workshop/ Program	Description of the activity (for whom, what an nature of participants)	Period	Details of output delivered	How past experience would be useful for this assignment	Details of current assignment	Remarks

Note: One row may be used for one activity. Additional rows may be added if required.

18. Form IV: Details of Team Leader/Head of organisation and key professional staff.

1. (a) Name of the team Leader/Staff :

(b) Position Held in the Applicant Organisation:

2. Date of Birth:

3. Nationality:

4. Educational Qualifications:

S.N.	Examination passed	Name of Institution/college	Name of Board/University	Year of passing

5. Membership of Professional Associations:

6. Other Training:

7. Employment Record (with following details)

S.N.	Name of Staff	Name of Organization	Position Held	Area of Expertise / Task assigned

8. Details of Experience in CR Sector with numbers of years:

9. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described therein may lead to my organisation's disqualification or dismissal, if engaged.

[Signature of key staff member
Or authorised representative of
the applicant Organisation]

Date:

Estimated expenditure on Community Radio Awareness Webinars for prospective Community Radio applicants

No. of participants in each workshop: 25

One representative from 20 shortlisted organizations, resource persons and representatives from MIB and concerned Ministries/ Departments etc.

Total No. of Days: 3 (Since the workshop will be organized through Webinar, therefore it is proposed to conducted the workshop for half day. Therefore, the actual no of work day will be 1.5)

S. N o.	Items	Unit	Rate (INR)	Estimated Expenditure
1.	Project Associate 1 person for one month	1	30000	30000
2.	Resource persons (2 resource persons/ days x 3 days)	6	3000	18000
3.	Workshop Kit/Resource Materials Prepare, design and e-production of resource material like agenda, principles of CRS, ownership, process of capacity building, content generation, technology, management, and sustainability of CR stations, manual about different steps of setting up CR Stations, sample radio programmes, CR Application and e-production of webinar kits. Plus developing certificates for participation in the webinar (1 researcher for 8 days)	Lump sum One time	20000	20000
4.	Webinar Report, Report Writing, designing & printing of report	Lump Sum	10000	10000
5.	Miscellaneous expenses: communication, phone, Internet and logistic expenses during the project period, printing of certificate for participants	Lump sum	25000	25000
6.	Moderator for overall project management and coordination (for3 days webinar)	3	3000	9000
7.	Ex-gratia payments to the participants internet, food refreshment etc	20	2500	50000
			Expenses	162000
8.	Institutional Charges @ 10%			16200
		Total expenses		178200

Estimated expenditure on capacity building of LoI Holders/GoPA Holders through Webinars

No. of participants in each workshop: 45

One representative from 40 shortlisted organizations, resource persons and representatives from MIB and concerned Ministries/ Departments etc.

Total No. of Days: 3 (Since the activity will be organized through Webinar, therefore it is proposed to conduct the activity for half day. Therefore, the actual no of work day will be 1.5)

S. N o.	Items	Unit	Rate (INR)	Estimated Expenditure
1.	Project Associate 1 person for one month	1	30000	30000
2.	Resource persons (2 resource persons/ days x 3 days)	6	3000	18000
3.	<u>Kit/Resource Materials</u> Prepare, design and e-production of resource material like agenda, principles of CRS, ownership, process of capacity building, content generation, technology, management, and sustainability of CR stations, manual about different steps of setting up CR Stations, sample radio programmes, CR Application and e-production of webinar kits. Plus developing certificates for participation in the webinar (1 researcher for 8 days)	Lump sum One time	20000	20000
4.	Webinar Report, Report Writing, designing & printing of report	Lump Sum	10000	10000
5.	Miscellaneous expenses: communication, phone, Internet and logistic expenses during the project period, printing of certificate for participants	Lump sum	25000	25000
6.	Moderator for overall project management and coordination (for 3 days webinar)	3	3000	9000
7.	Ex-gratia payments to the participants internet, food refreshment etc	40	2500	100000
			Expenses	212000
8.	Institutional Charges @ 10%			21200
		Total expenses		233200

Estimated expenditure on capacity building/training of operational Community Radio Stations through Webinars

No. of participants in each workshop: 45

One representative from 40 shortlisted organizations, resource persons and representatives from MIB and concerned Ministries/ Departments etc.

Total No. of Days: 3 (Since the activity will be organized through Webinar, therefore it is proposed to conduct the activity for half day. Therefore, the actual no of work day will be 1.5)

S. No.	Items	Unit	Rate (INR)	Estimated Expenditure
1.	Project Associate 1 person for one month	1	30000	30000
2.	Resource persons (2 resource persons/ days x 3 days)	6	3000	18000
3.	Kit/Resource Materials Prepare, design and e-production of resource material like agenda, principles of CRS, ownership, process of capacity building, content generation, technology, management, and sustainability of CR stations, manual about different steps of setting up CR Stations, sample radio programmes, CR Application and e-production of webinar kits. Plus developing certificates for participation in the webinar (1 researcher for 8 days)	Lump sum One time	20000	20000
4.	Webinar Report, Report Writing, designing & printing of report	Lump Sum	10000	10000
5.	Miscellaneous expenses: communication, phone, Internet and logistic expenses during the project period, printing of certificate for participants	Lump sum	25000	25000
6.	Moderator for overall project management and coordination (for 3 days webinar)	3	3000	9000
7.	Ex-gratia payments to the participants internet, food refreshment etc	40	2500	100000
			Expenses	212000
8.	Institutional Charges @ 10%			21200
		Total expenses		233200