

**LUTHERAN WORLD SERVICE INDIA TRUST**  
**STRATEGIC PLAN DOCUMENT**  
**REQUEST FOR PROPOSALS (RFP)**

Lutheran World Service India Trust (LWSIT) is a leading not-for-profit non-governmental organisation in India. Headquartered at Kolkata the LWSIT has been active in the areas of disaster responses and integrated development for more than a period of four decades. It is currently active in the states of Assam, Odisha, West Bengal and Jharkhand. It has been decided to develop strategic plan document for the coming six years (2017 to 2022) after a proper participatory exercise involving target population and all other relevant stakeholders.

Full proposals to undertake the strategic planning exercise and subsequently writing the Strategy Plan Document, are invited from interested and competent individuals/firms. The proposal should have two consultants, one with good facilitation skill with deeper understanding on socio-economic, political & environmental issues at local regional and global level affecting the marginalized people, the opportunities available at all level for their development & growth and the other with excellent writing skills. Experience in similar kind of assignment is desirable. The Terms-of-Reference and the template for submitting the proposal are attached to this RFP.

The Application should be addressed to The Executive Director, Lutheran World Service India Trust, by **20<sup>th</sup> May 2016** (by 5 pm. IST), to the email id [director@lwsit.org](mailto:director@lwsit.org) . The subject line of the e-mail should read **“Application for County Strategic Plan”**.

The following set of documents are required to be enclosed as part of application.

- Brief proposal (which includes providing the technical specifications like an estimate of the sample size, methodology, methods to be used during data collection, plan of data validation and proposed timeframe).
- Experience of similar assignments.
- Financial proposal (budget breakup).
- Capability document of the agency/consultant
- CVs of the persons involved in the assignment.

09-05-2016