

**SUDA**

# STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091

West Bengal

Ref No SUDA-120/96(Pt. IV)/630

Date 02.01.2006

From : Project Officer  
Health Wing, SUDA  
ILGUS Bhavan, HC Block,  
Sector - III, Salt Lake  
Kolkata 700 106.

To : The Commissioner  
Dept. of Health & Family Welfare  
Govt. of West Bengal  
Swasthya Bhavan, G-29  
Sector - V, A Wing,  
Salt Lake, Kolkata - 700 091.

Sub : End Line Survey Report of RCH Sub-Project, Asansol.

Sir,

Enclosed, kindly find herewith a copy of Ministry of Health & Family Welfare, GOI, communication bearing no. L. 19012/3/2003-AP dt. 16.12.2005 addressed to Project Officer Health Wing, SUDA, which speaks for itself.

In this connection I am to state that CINI was selected by MOHFW, GOI & Dept. of Health & Family Welfare, GOWB to carry out end line survey of RCH Sub-Project in Murshidabad and Asansol vide memo no. H/SFWB/174(2) dt. 01.03.2004 (copy enclosed with ready reference).

In earlier occasion GOI ask the undersigned (vide DO no. L 19018/1/2004-API dt. 07.07.2004) to appraise them about the progress of work on end line survey and submission of final report. Since, the matter was being dealt by SFWO, Director, AP, MOHFW, GOI was requested to contact SFWO in this regard (vide this office communication no. SUDA-120/96(Pt. IV)/450 dt. 12.07.2004).

I am to mention further that joint interaction with the undersigned and SFWO was held on the draft end line survey report prepared by CINI. But final end line survey report of RCH Sub-Project, Asansol has not yet been received by us. From the MOHFW, GOI, letter under reference it appears that GOI also has not received the said end line survey report so far.

Contd. to P-2.

This is to state that fund worth Rs. 880.00 lakhs was received from West Bengal State Health and Family Welfare Samity (A/C RCH) for implementation of RCH Sub-Project, Asansol. Out of this amount the total expenditure was Rs. 854.56 lakhs. The unspent amount of Rs. 25.44 lakhs was refunded through A/c payee cheque bearing no. 124685 dt. 22.11.2004 drawn on Central Bank of India, Salt Lake in favour of the said samity.

Under the circumstances, you are requested kindly to look into the matter personally and arrange to furnish a copy of the final end line survey report of RCH Sub-Project, Asansol to GOI. A copy of the said report may please be provided to the undersigned for office record. You are also requested to take necessary action towards settlement of A/Cs with Govt. of India as sought by them.

Yours faithfully,

Encl. : As stated.

  
Project Officer

SUDA-120/96(Pt. IV)/630(2)/1

02.01.2006

CC

1. SFWO, Dept. of Health & FW, GOWB, Swasthya Bhavan – for information.
2. The Controller of Finance & Administrative Officer, West Bengal State Health & Family Welfare Samity (A/C RCH), Swasthya Bhavan, Salt Lake City, Kolkata.

  
Project Officer

SUDA-120/96(Pt. IV)/630(1)/2

02.01.2006

CC

Shri R.N. Yadav, DESK Officer (API), Ministry of Health & Family Welfare, Dept. of Family Welfare, Govt. of India – for favour of kind information with reference to his communication dt. 16<sup>th</sup> December, 2005. You are requested kindly to contact directly with the Commissioner, Dept. of Health & Family Welfare, GOWB with regard to End Line Survey Report of RCH Sub-Project, Asansol and final settlement of A/Cs since the matter is being dealt by the Dept. of Health & Family Welfare.

  
Project Officer

**SUDA**

**STATE URBAN DEVELOPMENT AGENCY**

HEALTH WING

"ILGUS BHAVAN"

H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091

West Bengal

Ref No. SUDA-120/96(Pl-IV)/ 511

Date 22.11.2004

From : Dr. Shibani Goswami  
Project Officer  
Health, SUDA

To : Dr. Mrs. Sanchita Bakshi  
The State Family Welfare Officer  
Department of Health & FW  
Swasthya Bhavan,  
GN - 29, Salt Lake.

Sub. : R.C.H. Sub-Project, Asansol - Refund of unspent amount.

Madam,

A/C payee cheque for Rs. 25.44 lakhs \* (Rupees twenty five lakhs forty four thousand) only bearing no. 124685 dt. 22.11.2004 drawn on Central Bank of India, Salt Lake Branch. in favour of "West Bengal State Health & Family Welfare Samity (A/C R.C.H.)" is enclosed towards refund of unspent amount as final settlement of A/Cs with regard to R.C.H. Sub-Project. Asansol.

Kindly acknowledge receipt of the same.

Encl. : \*

Yours faithfully,

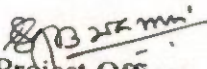
  
Project Officer

22.11.2004

SUDA-120/96(Pl-IV)/ 511(1)

CC

The Controller of Finance & Administrative Officer, West Bengal State Health & Family Welfare Samity (A/C R.C.H.), Swasthya Bhavan, Salt Lake City

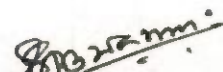
  
Project Officer

22.11.2004

SUDA-120/96(Pl-IV)/ 511(2)

CC

Director, SUDA - for favour of kind information.

  
Project Officer

2007  
REAR P

भारत/Date 22-11-2004

PAYE West Bengal State Health & Family Welfare Society  
(A/c. R.C.H.)  
₹. RUPEES: Twenty five thousand only  
शुभदा के अर्थ में  
भारत के अर्थ में

₹.RS. 25,4000/-

आ. सं. 101226  
A/C No. 101226

शेरा बैंक  
Central Bank of India

शहर संक. कोलकाता - 700 064  
SALT LAKE, KOLKATA - 700 064  
SALT LAKE

S. PAL  
Finance Officer,  
Health Wing  
S. U. D. A.

DR. S. GOSWAMI  
Project Officer,  
Health Wing  
S. U. D. A.

**SUDA**

# STATE URBAN DEVELOPMENT AGENCY

HEALTH WING  
"ILGUS BHAVAN"

H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091  
West Bengal

SUDA-120/96(Pt-IV) 450  
Ref No. ....

12.07.2004  
Date .....

From : Project Officer  
Health, SUDA

To : Sri T.V. Raman  
Director (Area Projects)  
Govt. of India  
Ministry of Health & Family Welfare  
Dept. of Family Welfare  
Nirman Bhavan  
New Delhi - 110011

Sub : End line survey by independent agency for implementation of  
R.C.H. Sub-Projects in Asansol city & Murshidabad District, W.B.

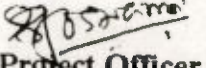
Sir,

Reference is invited to your communication bearing DO No. L. 19018/1/2004-A.P.I. dt. 7<sup>th</sup> July, 2004 on the above subject.

This is to inform you that the independent agency for end line survey has been engaged by the Directorate of Health Services, State Family Welfare Bureau, Swasthya Bhavan, GN-29, Sector - V, A-Wing, Kolkata - 700 091.

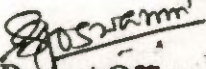
Under the circumstances, you may kindly contact State Family Welfare Officer & Jt. DHS (FW) in the address noted above.

Yours faithfully,

  
Project Officer  
12.07.2004

SUDA-120/96(Pt-IV) 450 (1)  
C.C

To the State Family Welfare Officer & Jt. DHS (FW) along with a copy of letter no. L. 19018/1/2004-A.P.I dt. 7<sup>th</sup> July, 2004 receipt from the Director (AP), for favour of kind information and necessary action please.

  
Project Officer



**T.V.RAMAN**  
Director (Area Projects)  
**Tele: 91- 11 - 23794523**  
FAX No.  
23017292/23017699  
E-Mail: [dirdrs@nb.nic.in](mailto:dirdrs@nb.nic.in)



**GOVERNMENT OF INDIA**  
Ministry of Health & Family Welfare  
Department of Family Welfare  
Nirman Bhawan  
New Delhi-110 011  
D.O.No.L.19018/1/2004-A.P.I  
7<sup>th</sup> July, 2004  
**MOST IMMEDIATE**

- 9 JUL 2004

Dear Sir/Madam,

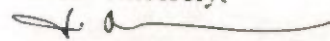
As you are aware, Implementation period of RCH Sub Projects in Asansole City and Murshidabad District of your State had come to an end on 31<sup>st</sup> March, 2004. To assess the impact of the Sub Project activities, it was decided to get an End Line Survey done by an Independent Agency. The selection of the Independent Agency on sole source basis has already been approved by the Government of India and communicated to the State Government/ Sub Project Director. Most of the work relating to the End Line Survey should have been, hopefully, completed by now, although nothing has been heard about the present status of this activity which is required to be completed within a period of 4 months with effect from 1<sup>st</sup> April, 2004.

May I, therefore, request you to kindly apprise us of the latest position regarding progress of the work on the End Line Survey in respect of the above mentioned RCH Sub Projects in your State and plans for submission of the final report to the Government of India. I also request you to kindly take necessary steps to complete the activity within the time frame set for the purpose and in the manner as stipulated in the terms of reference for this purpose which have been already communicated to you.

I shall be grateful if you can kindly arrange to send us the requisite details in this connection on a Top Priority basis, say preferably latest by July, 19, 2004.

With regards,

Yours sincerely,

  
(T.V.RAMAN)

Dr.N.G.Gangopadhy,  
Project Officer,  
State Urban Development Agency,  
Health Wing, Ilgus Bhavan,  
HC Block, Sector -3,  
Vidhan Nagar,  
Calcutta.

GOVERNMENT OF WESTBENGAL  
DIRECTORATE OF HEALTH SERVICES  
STATE FAMILY WELARE BUREAU  
SWASTHYABIABAN, GN29 SECTOR 5 A-WING  
KOLKATA-700091

MEMONO.- H/S.F.W.B/174(2)

DATED... 1.3.2004

To,

1. CMOH Murshidabad, PO. Baharampur, Dist: Murshidabad

✓ 2. The Advisor Health, SUDA,

Health Wing ILGUS Bhavan

H-C Block, Sector - III

Salt Lake, Kolkata.

Dear Sir,

CINI has been selected by MOHFW, Govt. of India & Dept. of Health & FW, Govt of West Bengal to carry-out endline survey of RCH Sub-Project in Murshidabad & Asansol. Officers from CINI will contact you and brief you in details. You are requested to extend necessary co-operation in terms of sharing of information and documents as per their request.

With regards,

Yours faithfully.

  
DR. B. R MANNA

State Family Welfare Officer &

Jt D H S (FW)

No. L.19012/3/2003-A.P.  
Government of India  
Ministry of Health & Family Welfare  
Deptt.of Family Welfare

Nirman Bhavan, New Delhi  
Dated the 16<sup>th</sup> December, 2005

To,

Dr.N.G.Gangopadhya,  
Project Officer,  
State Urban Development Agency,  
Health Wing, Ilgus Bhavan,  
HC Block, Sector -3,  
Vidhan Nagar, Calcutta.

SUB: End Line Survey Report of RCH Sub Projects.

Sir,

As you are aware, under Phase I of RCH Programme, a RCH Sub Project was implemented in Asansole City during the period September- October, 1997 to 31<sup>st</sup> March, 2004. To assess the impact of the sub project, End Line Survey proposal received from your State Government was approved long back. However, End Line Survey Report has not been received in this Ministry so far .The State Government has also not informed about the present status of the End Line Survey activity.

I therefore request you to kindly let this Ministry know the present status of the activity. If the End Line Survey has been completed, kindly arrange to furnish the End Line Survey Report along with your comments. If the activity/Report has not been finalized so far, kindly take urgent steps and issue necessary instructions for completion of the same without any further delay. Please also let us know if the activity has not been undertaken at all. You will appreciate that it is too late now for submission of the End Line Survey Report the proposal of which was approved by this Ministry long back. Further you are requested to kindly get the sub project accounts finalized , (if not finalized so far), and arrange to reimburse the unspent balances, if any, through Demand draft drawn in favor of Pay & Accounts Offices, Ministry of Health & F.W., New Delhi along with Utilization Certificate and Statement of Expenditure showing the amount of unspent balance.

This may please be treated urgent.

Yours faithfully,

  
(R.N. YADAV)

DESK OFFICER(A.P.I)



**SUDA**

# STATE URBAN DEVELOPMENT AGENCY

**HEALTH WING**

**"ILGUS BHAVAN"**

H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091  
West Bengal

SUDA-120/96(Pt-IV)/450

Ref No. ....

12.07.2004

Date .....

**From : Project Officer  
Health, SUDA**

**To : Sri T.V. Raman  
Director (Area Projects)  
Govt. of India  
Ministry of Health & Family Welfare  
Dept. of Family Welfare  
Nirman Bhavan  
New Delhi - 110011**

**Sub : End line survey by independent agency for implementation of  
R.C.H. Sub-Projects in Asansol city & Murshidabad District, W.B.**

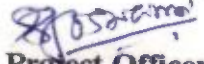
Sir,

Reference is invited to your communication bearing DO No. L. 19018/1/2004-A.P.I. dt. 7<sup>th</sup> July, 2004 on the above subject.

This is to inform you that the independent agency for end line survey has been engaged by the Directorate of Health Services, State Family Welfare Bureau, Swasthya Bhavan, GN-29, Sector - V, A-Wing, Kolkata - 700 091.


Under the circumstances, you may kindly contact State Family Welfare Officer & Jt. DHS (FW) in the address noted above.

Yours faithfully,

  
Project Officer  
12.07.2004

SUDA-120/96(Pt-IV)/450 (1)  
C.C

To the State Family Welfare Officer & Jt. DHS (FW) along with a copy of letter no. L. 19018/1/2004-A.P.I dt. 7<sup>th</sup> July, 2004 receipt from the Director (AP), for favour of kind information and necessary action please.

  
Project Officer



Government of India

**T.V.RAMAN**  
Director (Area Projects)  
**Tele: 91- 11 – 23794523**  
FAX No.  
23017292/23017699  
E-Mail: [dirdrs@nb.nic.in](mailto:dirdrs@nb.nic.in)



- 9 JUL 2004

**GOVERNMENT OF INDIA**  
**Ministry of Health & Family Welfare**  
**Department of Family Welfare**  
**Nirman Bhawan**  
**New Delhi-110 011**  
**D.O.No.L.19018/1/2004-A.P.I**  
**7<sup>th</sup> July, 2004**  
**MOST IMMEDIATE**

Dear Sir/Madam,

As you are aware, Implementation period of RCH Sub Projects in Asansole City and Murshidabad District of your State had come to an end on 31<sup>st</sup> March, 2004. To assess the impact of the Sub Project activities, it was decided to get an End Line Survey done by an Independent Agency. The selection of the Independent Agency on sole source basis has already been approved by the Government of India and communicated to the State Government/ Sub Project Director. Most of the work relating to the End Line Survey should have been, hopefully, completed by now, although nothing has been heard about the present status of this activity which is required to be completed within a period of 4 months with effect from 1<sup>st</sup> April, 2004.

May I, therefore, request you to kindly apprise us of the latest position regarding progress of the work on the End Line Survey in respect of the above mentioned RCH Sub Projects in your State and plans for submission of the final report to the Government of India. I also request you to kindly take necessary steps to complete the activity within the time frame set for the purpose and in the manner as stipulated in the terms of reference for this purpose which have been already communicated to you.

I shall be grateful if you can kindly arrange to send us the requisite details in this connection on a Top Priority basis, say preferably latest by July, 19, 2004.

With regards,

Yours sincerely,

(T.V.RAMAN)

Dr.N.G.Gangopadhya,  
Project Officer,  
State Urban Development Agency,  
Health Wing, Ilgus Bhavan,  
HC Block, Sector -3,  
Vidhan Nagar,  
Calcutta.

**SUDA**

# STATE URBAN DEVELOPMENT AGENCY

HEALTH WING

"ILGUS BHAVAN"

H-C BLOCK, SECTOR-III, BIDHANNAGAR, CALCUTTA-700 091  
West Bengal

SUDA-120/96(Pt.-IV)/ 368

Ref No. ....

Date ..... 04.03.2004

**From : Dr. Shibani Goswami**  
Project Officer  
Health, SUDA

**To : The Mayor**  
Asansol Municipal Corporation

**Sub : End line survey of R.C.H. Sub-Project, Asansol**

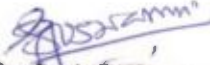
Sir,

Enclosed, kindly find herewith the communication bearing memo no. H/S. F.W.B./174(2) dt. 01.03.2004 from State Family Welfare Officer & Jt. DHS (FW), Directorate of Health Services, SFWB to the Adviser, Health, SUDA.

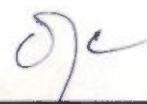
You are requested kindly to extend co-operation with CINI, who has been selected by MOHFW, GOI and DHFW, GOWB to carry out end line survey of R.C.H. Sub-Project, Asansol.

Enco : As stated

Yours faithfully,

  
Project Officer  
Health, SUDA

Contd. to P-2.



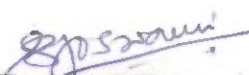
Tel/Fax No.: 359-3184

SUDA-120/96(Pt.-IV)/ 368(1)

04.03.2004

C.C.

Project Director, R.C.H. Sub-Project, Asansol.

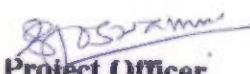
  
**Project Officer  
Health, SUDA**

SUDA-120/96(Pt.-IV)/ 368(2)

04.03.2004

C.C.

Dr. B.R. Manna, State Family Welfare Officer, Jt. DHS (FW).

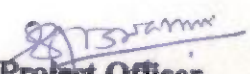
  
**Project Officer  
Health, SUDA**

SUDA-120/96(Pt.-IV)/ 368(3)

04.03.2004

C.C.

The Secretary, MA Dept. for kind information.

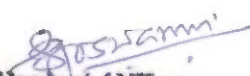
  
**Project Officer  
Health, SUDA**

SUDA-120/96(Pt.-IV)/ 368(4)

04.03.2004

C.C.

Dr. J.N. Pandit, Deputy Director (Programme), CINI, Vill. - Daulatpur, PO - Pailan, 700 104.

  
**Project Officer  
Health, SUDA**

GOVERNMENT OF WESTBENGAL  
DIRECTORATE OF HEALTH SERVICES  
STATE FAMILY WELFARE BUREAU  
SWASTHYABHABAN, GN29 SECTOR 5 A-WING  
KOLKATA-700091

MEMONO.- H/S.F.W.B/174(2)

DATED... 1.3.2004

To,

1. CMOH Murshidabad, PO. Baharampur, Dist: Murshidabad

✓ 2. The Advisor Health, SUDA,

Health Wing ILGUS Bhavan

H-C Block, Sector - III

Salt Lake, Kolkata.

Dear Sir,

CINI has been selected by MOHFW, Govt. of India & Dept. of Health & FW, Govt of West Bengal to carry-out endline survey of RCH Sub-Project in Murshidabad & Asansol. Officers from CINI will contact you and brief you in details. You are requested to extend necessary co-operation in terms of sharing of information and documents as per their request.

With regards,

Yours faithfully.

  
DR. B. R MANNA

State Family Welfare Officer &

Jt D H S (FW)



08 DEC 2003

D.O.No. L.19012/3/2003-API  
Dated the 2<sup>nd</sup> December, 2003

Dear Shri Barman,

You are aware that under the World Bank assisted RCH Programme, 24 RCH Sub-Projects (17 District Sub-Projects and 7 City Sub-Projects) are under implementation in 17 States w.e.f. September, 1997. These Sub-Projects are to conclude on 31<sup>st</sup> March, 2004. Though the progress of these RCH Sub-Projects have been monitored and evaluated from time to time as an inbuilt system, it become imperative to carry out the final End-line Evaluation to assess the impact of these Sub-Projects projects vis-à-vis achievement in comparison to the Baseline Survey. The provision for conducting End-line Survey already exists in all the Sub-Projects.

To carry out these Surveys, this Ministry has prepared the Terms of Reference which have to approval of the World Bank. A copy of the same is enclosed. As only four months are left in the completion of the project implementation period, I request you to kindly get the End-line Survey conducted in Asansole & Murshidabad Sub-Projects under implementation in Your State as per the Terms of Reference enclosed by identifying an agency on sole source basis. To appoint the agency on sole source basis, the State has to give full justification alongwith the CVs for obtaining approval of the World Bank and GOI. As indicated in the Terms of Reference, the agency having the experience doing the work of Base-line, District Household Survey, Mid-term Evaluation and similar study may be given preference.

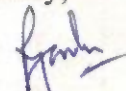
As the results of the End-line Survey are also to be used in identifying weaknesses and strengths of the programme so as to facilitate better designing of similar projects and in facilitating Implementation Completion Reports, adequate care may please be taken in selection of the agency, quality of data and completion of the report within the given time frame. It may also be ensured that data on all important indicators such as IMR, CBR, TFR, CPR, immunization status, institutional delivery, safe delivery and other pertaining to the activities undertaken in the Sub-Projects also become available from the End-line Survey and their behaviour over a period of time by comparing them with the Base-line data. It will be pertinent to mention that no other is to be conducted at this stage except End-line Survey.

With regards,

Yours sincerely,  
(PRASANNA HOTA)

**Shri Asim Barman**  
Principal Secretary (Family Welfare),  
Government of West Bengal,  
Writer's Building,  
CALCUTTA - 700 001,  
WEST BENGAL

Copyto: Dr.N.G.Gangopadhya, Project Officer, State Urban Development Agency,  
Health Wing, Ilgus Bhavan, HC Block, Sector -3, Vidhan Nagar, Calcutta.

  
(A.K.MEHRA)  
for DIRECTOR (A.P.)

13/12/03

## Terms of Reference for End-line Survey of World Bank assisted RCH Sub-Projects

### Background:

Under the Local Capacity Enhancement component of RCH Programme, 24 district/city RCH sub-projects are under implementation in 17 States since September/October 1997 with World Bank assistance. One of the purposes of the Local Capacity Enhancement component was to address equity through providing targeted additional support to 24 poorest districts so as to bring these to the level of the district average. The total approved cost of these sub projects is Rs.283.88 crores (Rs.105.51 crores for civil works and Rs.178.37 crores for other recurring and non-recurring expenses). The main objective of these sub projects is to address the gaps in the delivery of Family Welfare and Health Care services in selected Districts/Cities so as to enable such Districts/Cities to achieve an overall RCH status equivalent to the average for that State. The support under these Sub-Project is for civil works (both new and repair/upgradation/renovation); procurement of equipment, furniture and drugs; IEC; NGOs/innovative scheme; additional staff and mobility. These sub projects funded by Government of India on cent percent basis are to close on 31.3.2004.

However, the implementation status of these sub projects is not uniform and varies from State to State. A review of the health status improvement in districts where comparable RCH district survey round I & II data is available shows that the average district performance in terms of various RCH indicators has generally improved except for the few indicators such as "Full Immunization Coverage", "Full ANC" etc.

Though the function of the RCH Sub-Projects have been monitored and evaluated from time to time as an inbuilt system, it becomes imperative to carry out the final End-line Evaluation to determine the effectiveness, outcome and impact vis-à-vis achievements in comparison to the baseline survey. The End-line Survey will also help in finding out the weaknesses and strengths of these projects, factors (both positive and negative) which affected the implementation of these projects, main lessons learnt, assessing the impact of these projects over a period of time (component-wise) and based upon that recommendations for implementing similar projects in future for better efficiency and effectiveness. The End-line Survey will also look into the outcome (qualitative & quantitative) of the objectives based on activities undertaken during the project and also by comparing the results available from Base-line Survey, Phase-I & Phase-II of the RCH Rapid Household Survey and performance report.

### Objectives of the Survey:

The overall objective of the survey will be

- (i) To assess the impact of the project based on the input and process indicators supplemented by outcome indicators available from the Base-line Survey, End-line Survey, performance reports and other surveys and studies.
- (ii) To identify important program and institutional strengths and weaknesses to facilitate better designing of similar projects.
- (iii) To critically review the physical progress of the project of all components viz. civil works, procurement, training, IEC activities, innovative schemes.
- (iv) To identify the inputs critical to making improvements in implementation and outputs for poor performing districts and cities, including demand side interventions.
- (v) To assess the changes in management structure and its institutionalization in the overall health system, which led to improvement in project implementation..
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- (vii) To identify the innovations to increase access, especially in regard to public-private partnership.
- (viii) To assess financial management, funds flow, utilization of funds, sustainability of the activities.
- (ix) To review the data from Phase I and II of the RCH rapid HH Surveys, to see the status change from one survey to the other as of June 2003, in terms of health outputs.

### Tasks to be carried out by Agencies:

- (i) Review of the project documents, Base-line Survey reports, RCH Household District Survey Reports Phase-I & Phase-II and other related studies, if any.
- (ii) Development of the survey schedules and finalization of input process and impact indicators in consultation with the nodal agency.
- (iii) Conducting the End-line field Survey for impact assessment to meet the objectives referred to above.
- (iv) To prepare the End-line Survey Reports covering all details as referred to in the objectives covering—(a) project wise improvements in output/outcomes with specific reference to RCH Indicators; (b) detailed process documentation along with listing of activities carried out; (c) linkage between activities and objectives and document the same preferably in a Log Frame Matrix leading to outcomes; (d) examination of the time frames of activities so as to conclude whether these were reasonable for specific impacts observed; (e) innovations carried out under the project in meeting the objectives; (f) best practices, strengths & weaknesses and lesson learnt.



All the above tasks will be done through the End-line Survey, a review of data from the RCH Household and Facility survey data of both Phases; interview of the district health management officials, the Project Directors/CEOs of the Sub-projects including those who were in the position earlier and would be available for discussions; service providers from all levels, including the NGOs, local government authorities, community and the service recipients.

### Coverage

The Survey would be carried out in all the 24 District/City Sub-Projects by an independent external agency to be appointed by the respective State Governments on sole source basis.

### Time Frame

Finalization of the survey design and preparation of instruments and its approval by GOI and World Bank – 30days.

Pre-testing, finalization of instruments and training of field investigators – 10 days

Field data collection – 30 days

Analysis of draft report – 15 days.

Comments from the State Governments– 15 days

Final report submission to GOI/State Government – 15 days.

Total duration : 115 days.

### Services to be Provided by the Client

The State Government/Project Director will provide relevant data/records and extend necessary support to the survey agency during the field visits including facilitation of interviews and focus group discussion with key stakeholders. The State Government will also provide information on areas/ indicators to be examined. The State Government will also provide access to facilities/additional Information which may be required for the survey.

Data from the two phases of the RCH HH and Facility based surveys will also be provided by the Statistics Division, MOHFW, GOI.

### Outputs Expected from the Survey Agencies -Deliverables

1. The initial survey plan in the form of inception report within 10 days of acceptance of contract.
2. Submission of intermediate status reports every month till Draft Final Report.
3. Submission of final report within 15 days of receipt of State Governments' comments.
4. Give a presentation of their main findings in a Workshop to be convened by the State Governments.

### Agency Background

It is expected that agencies assigned the survey should have experience of undertaking this kind of survey in the past, and will have gained good reputation for their work. The survey team should consist of demographers, health specialists, social scientists/anthropologists and computer experts besides others. The agency has to make sufficient run time start available so that the work is finished on schedule. The agency is required to submit qualifications and experience details of main personnel involved and expected contribution from them, in their proposal. The agency has to be approved by State Government and thereafter by GOI & World Bank. Keeping in view the time factor the agency may be selected on sole source basis for which the State Government is to submit the proposal alongwith justification to GOI and World Bank for approval.

### Composition of Review Committee to monitor the work of the Agency.

The Review Committee will consist of one Senior Officer of the Department of Health and Family Welfare the concerned State, Project director, one Technical Program Officer and two experts on survey methodologies and social sector programs.

### Cost/ Schedule of Payment

The Survey should cost around Rs.7-8 lakhs per district/city to be met out of the Sub-Project funds in the concerned district/city. The schedule of payment will be as follows:-

1. 40% at the time of assigning survey against Bank guarantee for the same.
2. 30% after the receipt of draft report.
3. 30% after the receipt of final report and acceptance that the report is as per the requirement/contract with requisite number of copies.

### Quality of data & preparation of consolidated report

The Government of India would consider appointing either two individual Agencies/Consultants to prepare a consolidated report based upon the End-line Survey reports of 24 RCH Sub-Projects so as to help formulation of such proposal under the proposed RCH-II and in facilitating implementation completion report.



**A. K. MEHRA**

Director (Area Projects)

Tala : 301 9131



भारत सरकार  
स्वास्थ्य एवं परिवार कल्याण मंत्रालय  
निर्माण भवन, नई दिल्ली-110011

GOVERNMENT OF INDIA  
MINISTRY OF HEALTH & FAMILY WELFARE  
NIRMAN BHAVAN, NEW DELHI-110011

D.O.No.L.19012/3/3003-API.  
January 5, 2004.

9 JAN 2004

Dear Sir,

Kindly refer to d.o. letter of even number dated 2<sup>nd</sup> December, 2003 from Shri P.K. Hota, Secretary (Family Welfare) Government of India forwarding therewith a copy of the terms of reference for conducting End Line Survey of the RCH Sub Project (s) under implementation in your State (copy attached for ready reference). As already informed these sub projects are to close on 31.3.2004 and End Line Survey is necessary to assess the impact of these sub projects vis-à-vis achievement in comparison to the Baseline Survey.

Although a period of one month has passed, nothing has been heard from you end in this regard. Therefore, I request you to kindly look into the matter personally and identify an agency on sole source basis for conducting the End Line Survey. Thereafter, kindly furnish urgently, to both Government of India and the World Bank, full justification along with the CVs for obtaining approval of the World Bank and the Government of India. It may please be ensured that the end line survey reports become available by 31.3.2004 (the last date of the sub project implementation period).

Yours sincerely,

(A.K.MEHRA)

To

Sh.Asim Burman,  
Principal Secretary,  
Health & Family Welfare Deptt.,  
Govt.of West Bengal,  
Sachivalaya,  
CALCUTTA

Copy to:

✓ Dr.N.G.Gangopadhyya, Project Officer,  
State Urban Development Agency, Health Wing, Ilgus Bhavan,  
HC Block, Sector -3, Vidhan Nagar, Calcutta.

DL 20/25/9

137-

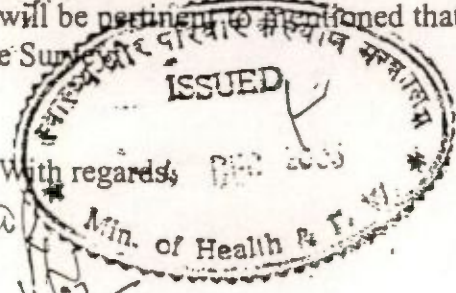
D.O. No. L.19012/3/2003-API

Dear \_\_\_\_\_

As you are aware, <sup>that</sup> under the World Bank assisted RCH Program, 24 RCH Sub-Projects (17 District Sub-Projects and 7 City Sub-Projects) are under implementation in 17 States w.e.f. September 1997. These Sub-Projects are to conclude on 31<sup>st</sup> March 2004. Though the progress of these RCH Sub-Projects have been monitored and evaluated from time to time as an inbuilt system, it become imperative to carry out the final End-line Evaluation to assess the impact of these Sub-Projects projects vis-à-vis achievement in comparision to the Baseline Survey. The provision for conducting Endline Survey already exists in all the Sub-Projects.

To carry out these Surveys, this Ministry has prepared the Terms of Reference which have the approval of the World Bank. A copy of the same is enclosed. As only four months are left in the completion of the project implementation period, I request you to kindly get the End-line Survey conducted in \_\_\_\_\_ & \_\_\_\_\_ Sub-Project under implementation in your State as per the Terms of Reference enclosed by identifying an agency on sole source basis. To appoint the agency on sole source basis, the State has to give full justification alongwith the CVs for obtaining approval of the World Bank and GOI. As indicated in the Terms of Reference, the agency having the experience doing the work of Base-line, District Household Survey, Mid-term Evaluation and similar study may be given preference.

As the results of the End-line Survy are also to be used in identifying weaknesses and strengths of the program so as to facilitate better designing of similar projects and in facilitating Implementation Completion Reports, adequate care may please be taken in selection of the agency, quality of data and completion of the report within the given time frame. It may also be ensured that data on all important indicators such as IMR, CBR, TFR, CPR, Immunization status, institutional delivery, safe delivery and other pertaining to the activities under taken in the Sub-Projects also become available from the End-line Survey and their behaviour over a period of time by comparing them with the Base-line data. It will be pertinent to be mentioned that no other is to be conducted at this stage except End-line Survey.



Yours sincerely,

*sd*  
(Prasanna Hota)

*17 letters as per list attached*

Secretaries (FW) of all 17 States implementing RCH Sub-Projects.

- Copy to:
1. Director (FW)/Project Director (RCH) of the above States.
  2. Dr. Sadia Chowdhury, World Bank – for information.

## Terms of Reference for End-line Survey of World Bank assisted RCH Sub-Projects

### Background:

Under the Local Capacity Enhancement component of RCH Programme, 24 district/city RCH sub-projects are under implementation in 17 States since September/October 1997 with World Bank assistance. One of the purposes of the Local Capacity Enhancement component was to address equity through providing targeted additional support to 24 poorest districts so as to bring these to the level of the district average. The total approved cost of these sub projects is Rs.283.88 crores (Rs.105.51 crores for civil works and Rs.178.37 crores for other recurring and non-recurring expenses). The main objective of these sub projects is to address the gaps in the delivery of Family Welfare and Health Care services in selected Districts/Cities so as to enable such Districts/Cities to achieve an overall RCH status equivalent to the average for that State. The support under these Sub-Project is for civil works (both new and repair/upgradation/renovation); procurement of equipment, furniture and drugs; IEC; NGOs/innovative scheme; additional staff and mobility. These sub projects funded by Government of India on cent percent basis are to close on 31.3.2004.

However, the implementation status of these sub projects is not uniform and varies from State to State. A review of the health status improvement in districts where comparable RCH district survey round I & II data is available shows that the average district performance in terms of various RCH indicators has generally improved except for the few indicators such as "Full Immunization Coverage", "Full ANC" etc.

Though the function of the RCH Sub-Projects have been monitored and evaluated from time to time as an inbuilt system, it becomes imperative to carry out the final End-line Evaluation to determine the effectiveness, outcome and impact vis-à-vis achievements in comparison to the baseline survey. The End-line Survey will also help in finding out the weaknesses and strengths of these projects, factors (both positive and negative) which affected the implementation of these projects, main lessons learnt, assessing the impact of these projects over a period of time (component-wise) and based upon that recommendations for implementing similar projects in future for better efficiency and effectiveness. The End-line Survey will also look into the outcome (qualitative & quantitative) of the objectives based on activities undertaken during the project and also by comparing the results available from Base-line Survey, Phase-I & Phase-II of the RCH Rapid Household Survey and performance report.

**Objectives of the Survey:**

The overall objective of the survey will be

- (i) To assess the impact of the project based on the input and process indicators supplemented by outcome indicators available from the Base-line Survey, End-line Survey, performance reports and other surveys and studies.
- (ii) To identify important program and institutional strengths and weaknesses to facilitate better designing of similar projects.
- (iii) To critically review the physical progress of the project of all components viz. civil works, procurement, training, IEC activities, innovative schemes.
- (iv) To identify the inputs critical to making improvements in implementation and outputs for poor performing districts and cities, including demand side interventions.
- (v) To assess the changes in management structure and its institutionalization in the overall health system, which led to improvement in project implementation..
- (vi) To assess access, availability and utilization of Health & Family Welfare services by the community.
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**Tasks to be carried out by Agencies:**

- (i) Review of the project documents, Base-line Survey reports, RCH Household District Survey Reports Phase-I & Phase-II and other related studies, if any.
- (ii) Development of the survey schedules and finalization of input process and impact indicators in consultation with the nodal agency.
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**Time Frame**

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