

Post - Tsunami Sustainable Livelihood Programme for the Coastal Communities of Tamil Nadu

Terms of Reference- Resource NGO

1.1 Background:

The Government of Tamil Nadu with the loan assistance from International fund for Agricultural Development (IFAD) has decided to implement Post - Tsunami Sustainable Livelihood Programme for the Coastal Communities of Tamil Nadu through Tamil Nadu Corporation for Development of Women Ltd. For this project, Government of Tamil Nadu intend to engage Resource NGOs in providing specialized services and in guiding / assisting the Facilitating NGOs for implementing the various components of the Project. Important aspects of the project like target group, goal and objectives, project area and project components are as given below:

1.2 Target Group:

The project shall benefit the Coastal dwellers (in villages directly or indirectly affected by tsunami) including:

- ❖ Coastal fishers using beach launched craft (kattumarams, vallams)
- ❖ Wage labour employed in the fisheries & agricultural sector
- ❖ Small scale fish vendors and processors (mainly women)
- ❖ Small & marginal farmers
- ❖ Other marginalised occupation groups (e.g. sea shell workers). Within these occupational groups the project will attempt to focus on single adult headed households (especially widows & widowers, Scheduled Castes & Scheduled Tribes)

1.3 Goal and Objective:

The overall objectives of the project would be to build self reliant coastal communities, resilient to shocks and able to manage their livelihoods in a sustainable manner. This would be achieved via the immediate objective of developing viable enterprises and resource management systems owned and operated by poor men and women in the region affected by the Tsunami and supported by community and other appropriate institutions.

1.4 Project Area:

The project is planned to be implemented in the coastal panchayats of six coastal districts of Thiruvallur, Kancheepuram, Villupuram, Cuddalore, Nagapattinam and Kanyakumari over a period of 8 years. Within these districts, the project would be operationalized in 25 blocks wherein the coastal panchayats would be grouped into clusters. 30 such clusters (cluster being a group of panchayats) with a coverage of approximately 6, 00,000 population, would be the project area for implementation.

For the purpose of implementation, the project districts are grouped into i.e Group A and Group B.

Group A - Thiruvallur, Kancheepuram and Villupuram districts

Group B - Cuddalore, Nagapattinam and Kanyakumari districts

The details of project area are furnished in **Annexure-I**.

The following are the project components under which various activities have to be taken up:

- ❖ Coastal areas resource management
- ❖ Rural finance and risk transfer instruments
- ❖ Employment generation and skills training
- ❖ Community based sea safety and disaster management

2.0 Role and Responsibilities of Resource NGO (R-NGO):

The Resource NGO would play a specialist role in sharing its expertise by way of transfer of knowledge and skills in capacity building of Facilitating NGOs (FNGO) in the districts who in turn would train the target population in developing sustainable livelihood models. The R-NGO will provide Technical support to the Facilitating NGO / District Implementing Office (DIO) /Project Management Unit (PMU)/Cluster Resource Center (CRC) wherever necessary. The R-NGO will work in association with the various stake holders, F-NGOs, SHGs, DIO, PMU, Other Government Institutions and Community Organisations.

The RNGO should design the methodology and instrument, both for conducting Baseline survey of target households and also for Structured survey to assess the current status of SHGs. The CRC personnel of FNGOs should be trained to collect the data using the methodology developed. The questionnaires developed should be in Tamil and English language and easy to fill up. The RNGO should analyze the data collected and submit a report on both surveys. The RNGO should ensure that gender concerns are reflected in the above surveys. The RNGO should obtain the approval of the questionnaires, and other data collection forms from PMU before commencement of surveys. The RNGO should develop the methodology and training modules for conducting Participatory Resource Mapping / Micro plans, appraise the Micro plans formulated by the Community and submit for approval to DIO/PMU. The training modules should be submitted for approval of PMU before commencement of training.

The RNGO should identify Viable Trades as well as Institutes/ Organizations which would provide skill training for youth. Participation of women should be taken into consideration while selecting the trades. The RNGO should build the Capacity of Senior trainers of FNGOs to conduct training of SHGs in selected themes. The RNGO, in addition to providing orientation training to the CRC personnel should train them in preparation of Annual Work Plan and Budget for CRC and in conducting convergence meetings with Banks, Federations and SHGs.

The knowledge developed through surveys, training modules developed and the teaching aids used under this contract should be made available for the future use of Project. The RNGO should deliver the outputs in a stipulated time frame as per TOR, such that the outcome indicators are met with.

3.0 The specific activities of R-NGO would relate to but not limited to the following Tasks.

3.1 Backstopping and Handholding support to FNGO:

a) Baseline Survey of target households and Structured Survey of SHGs:

Baseline survey is a sample survey of target households with special focus on women and disadvantaged groups who would participate in the project. The target household would be women headed households, scheduled castes and tribes, fishers in

backwaters and using non-motorized kattumarans, small-scale women fish vendors and processors, landless labourers and other marginalized occupational groups.

Structured survey is a sample survey to assess the current status of SHGs functioning in the area so as to work out strategies and modalities for strengthening them by training , handholding support and enabling them to federate so that they can address their socio-economic needs. The survey would also cover the status of Federations and NGOs functioning in the area.

The RNGO should:

- ❖ Design the methodology and instruments (formats) for conducting Baseline survey and Structured survey
- ❖ Analyze the data collected and submit a report on project baseline indicating areas and means of intervention and in the case of Structured survey submit a report on current status of SHGs / Federations and NGOs, incorporating suggestions for strengthening the same.

b) Participatory Resource Mapping:

The RNGO should formulate the methodology and training modules for Participatory Resource Mapping.

Participatory Resource Mapping is an assessment to identify and prioritize the basic community infrastructure required for the community for improving quality of life of the community. Example: identifying the need for water supply, sanitation, community hall, fish drying platforms etc. The members of the community, traditional institutions should be involved in the process of Resource mapping and it should be ensured that women and disadvantaged groups fully participate in the process.

c) Participatory Micro plans:

The RNGO while appraising the micro plans should ensure that the priority needs of the community are taken into account that environmental concerns if any are addressed, that women have participated in the process. The micro plans after appraisal should be submitted to DIO for approval.

Micro planning exercise is to identify the key issues of coastal and fisheries resources, their management & development of proposals for creation of the basic community infrastructure by involving women and disadvantaged groups. The project will make available a fund for the implementation of proposals developed and verified through the micro planning exercise.

d) Preparation of Gender action plan:

The RNGO should prepare a Gender Action Plan at the start of the Project that would look at specific issues confronting women and possible project interventions to alleviate them in addition to mainstreaming gender concerns in all project activities.

e) Identification of Viable Trades and Institutes for Vocational training:

The RNGO should identify Viable Trades for giving Vocational Skill training to youth, Identify Institutes/ Organizations to provide skill training and work out costs and the stipend/scholarship to be provided for different types of training, procedure for selection of the youth, giving preference to women headed households and disadvantaged groups.

The project provides for skill training upto a maximum of 6 months in identified trades such as motor mechanism, welding, metal work, plumbing, masonry skill, carpentry, painting, boat building etc. Courses should be open to those without formal school qualification but having basic literacy. The training should be such that they will be able to create livelihood opportunity for the youth after the training. Trades should be selected keeping in mind the participation of women. At least 25% of candidates selected for training should be women.

3.2 Capacity building training of CRC staff of FNGOs:

Staff at each cluster: Cluster Co-ordinator, Cluster Facilitator and Cluster Business Promoter of each Cluster Resource Center

- ❖ Orientation training about the project and allied activities, on preparation of Annual Work Plan and Budget of CRC and training and handholding in conducting convergence meetings with Banks, Federations, SHGs, etc.

- ❖ Training on conducting of Baseline survey and Structured survey based on modules developed
- ❖ Training on implementing Participatory Resource Mapping based on modules developed.
- ❖ Training on formulation of Micro plans.

3.3 Capacity building of Senior trainers of FNGO:

- ❖ Train the Senior trainers of FNGO to identify weak SHGs and train them in strengthening and rebuilding of SHGs.
- ❖ Train them to conduct training of SHGs in selected themes (Group Cohesiveness/ Conflict Resolution/ Savings/ Internal lending/ Bank Linkages etc).
- ❖ Train them in formation and strengthening of Federations.
- ❖ Training modules should be prepared by RNGOs and submitted for approval of PMU.

4.0 Monitoring & Reporting:

- ❖ Submission of Monthly & Quarterly financial and physical progress report to Project Management Unit as per prescribed formats.
- ❖ Participation in review meetings organized by the DIO/PMU.

5.0 Minimum Qualifications of Agency to apply for:

- ❖ Should be a registered body under the relevant Act and in existence for more than 10 years as on 1.1.2008 (a copy of registration certificate and certificate of last renewal if applicable should be enclosed).
- ❖ Financially stable with an average annual turn over / transactions of Rs.5 crores over the past 5years.
- ❖ Should have maintained proper accounting records and audited financial statement for the last 5 yrs (a copy of audited annual accounts for the last 5 financial years (2002-03 to 2006-07)).
- ❖ Having experience in working with SHGs (Group Formation) and having not less than 2000 credit linked SHGs (bank linkage) (a copy of Bank statement should be enclosed).

The proposals received from NGO not possessing the minimum qualification as above will be summarily rejected.

6.0 Procedure for selection:

- ❖ The selection of RNGO will be made separately for each group of project area i.e. Group A and Group B as indicated in para 1.4.
- ❖ The RNGO will be selected based on Quality and Cost Based Selection (QCBS) method.
- ❖ Scrutiny of Technical proposals by the Bid Scrutiny Committee.
- ❖ Invitation to the NGOs for making a presentation on their approach & plan for providing Resource support.
- ❖ Field Inspection of NGO's premises.
- ❖ Opening of Financial bid of NGOs who have qualified in Technical evaluation.
- ❖ Ranking of NGOs based on marks obtained in the Technical and Financial bid.
- ❖ The NGOs obtaining the highest total score will be invited for negotiation and award of contract.
- ❖ The contract will be for a period of 2 years. However, their progress in achieving the targets will be reviewed periodically during the contract period.

6.1 Selection based on Quality and Cost Based Selection (QCBS) Method:

Under this method the marks allotted for Technical proposal and Financial proposal will be 75 and 25 respectively. The technical proposals that score a minimum of 60 marks out of 75 marks will be considered as technically qualified. **A proposal shall be rejected at this stage if it fails to achieve the minimum technical score.**

6.2 Evaluation of Technical bid: (Max 75 marks)

The weightage will be given on the following:

Sl. No	Qualifications	Max. marks (Total 75)
1	Adequacy of proposed methodology and work plan in accordance with the TOR	25
2	Organizational Profile, Staffing and Infrastructure facilities available within the organization for performing the activities as per TOR	25
3	Availability of technical experts within the organization for the activities referred in TOR	10
4	Expertise in other areas related to SHG movement such as micro enterprise development/vocational training/livelihood promotion	10
5	Strong presence of the NGO in coastal districts	5

6.3 Evaluation of Financial Bid: (Max 25 marks)

The NGOs who have scored 60 out of 75 marks in the technical bid evaluation will alone be considered for opening of financial bid. The NGO who has quoted the lowest financial bid will be given maximum of 25 marks and others will be awarded lesser marks in proportion to the lowest bid (Formula $25\text{marks} \times \frac{\text{L1rate}}{\text{L2 rate}}$)

6.4 Final Selection:

Ranking will be made by adding the marks obtained both in Technical bid evaluation and Financial bid evaluation and final selection will be made accordingly. The firm obtaining the highest total score will be invited for negotiations and award of contract.

7.1 The technical proposal shall include:

- ❖ The details indicating log frame, methodology that will be adopted in implementing the various activities, such that the outcome indicators are achieved as mentioned in **Annexure-II**.
- ❖ Organizational profile (details of office bearers, source of funding, staffing, infrastructure facilities, training facilities available with them, etc).
- ❖ Details of technical experts available with the organization along with details of their qualification, experience, etc within the organization.
- ❖ Expertise in other areas related to SHG movement such as Micro-enterprise Development / Vocational Training / Livelihood Promotion.

- ❖ Experience in working with coastal communities.
- ❖ Any other information and relevant documents in support of the qualifications as specified in para 6.2.

7.2 The financial proposal shall include:

All costs (inclusive of taxes if any applicable) **per cluster** and should be given as detailed below:

Details of cost per cluster	(Amount in Rs.)
1 Cost for Backstopping and Handholding support for FNGOs : for 2 years as per para 3.1	
2 Capacity building of CRC staff of FNGO (for conducting : about 9 days training for 3 persons) as per para 3.2	
3 Capacity building training of Senior trainers of FNGOs (for : conducting about 9 days training for 4 persons) as per para 3.3	
Total cost (1 to3 above)	

Note: The detailed working sheet for the above cost should be enclosed.

8.0 Payment terms:

The payment will be made on the basis of performance of RNGO as against the outcome indicators in **Annexure II**. The payment schedule and terms of payment will be made a part of MOU. The suggested payment schedule may be furnished by the RNGO.

9.0 General:

The Technical proposal and financial proposals should be submitted in 2 separate sealed covers superscribing as follows:

Technical proposal - "Technical proposal of R-NGO for IFAD assisted PTSLP."- Group A or B

Financial proposal - "Financial proposal of R-NGO for IFAD assisted PTSLP."- Group A or B

The NGOs who are willing to apply for both the Groups in the Project area should submit their proposals separately for each Group. However, contract will be awarded to the NGO for only one Group, either A or B and not for both.

The project reserves the right to reallocate the districts of the above group if necessary at the time of finalization of bids for better implementation of the project.

Abbreviations:

- ❖ AWPB - Annual work Plan and
- ❖ CRC - Cluster Resource Center
- ❖ DIO - District Implementation Office
- ❖ F-NGO - Facilitating NGO
- ❖ PMU - Project Management Unit
- ❖ R-NGO - Resource NGO
- ❖ SHG - Self Help Group
- ❖ TOR - Terms of Reference
- ❖ QCBS - Quality and Cost Based Selection

Post- Tsunami Sustainable Livelihood Programme for the Coastal Communities of Tamil Nadu

Terms of Reference- Facilitating NGOs

1.1 Background:

The Government of Tamil Nadu with the loan assistance from International Fund for Agricultural Development (IFAD) has decided to implement Post - Tsunami Sustainable Livelihood Programme for the Coastal Communities of Tamil Nadu through Tamil Nadu Corporation for Development of Women Ltd. For this project the Government of Tamil Nadu intend to utilize the services of Facilitating NGOs for implementing the various components in the coastal panchayats which will be grouped into clusters. The target group, goals, objectives, project area and project components are as given below:

1.2 Target Group:

The project shall benefit the Coastal dwellers (in villages directly or indirectly affected by tsunami) including:

- ❖ Coastal fishers using beach launched craft (Kattumarams, Vallams)
- ❖ Wage labour employed in the fisheries & agricultural sector
- ❖ Small scale fish vendors and processors
- ❖ Small & marginal farmers
- ❖ Other marginalised occupation groups (e.g. sea shell workers). Within these occupational groups the project will attempt to focus on single adult headed households (especially widows & widowers, Scheduled Castes & Scheduled Tribes)

1.3 Goal and Objective:

The overall objectives of the project would be to build self reliant coastal communities, resilient to shocks and able to manage their livelihoods base in a sustainable manner. This would be achieved via the immediate objective of developing viable enterprises and resource management systems, owned and operated by poor men and women in the region affected by the Tsunami and supported by community and other appropriate institutions

1.4 Project Area:

The project is planned to be implemented in coastal panchayats of six districts of Kancheepuram, Villupuram, Cuddalore, Nagapattinam, Tiruvallur and Kanyakumari over a period of 8 years. Within these districts, the project would be operationalized in 25 blocks wherein the coastal panchayats would be grouped into clusters. 30 such clusters (cluster being a group of habitations) with a total coverage of approximately 6,00,000 population would be the project area for implementation.

The details of project area is furnished in **Annexure I**

The following are the project components under which various activities have to be taken up:

- ❖ Coastal areas resource management
- ❖ Rural finance and risk transfer instruments
- ❖ Employment generation and skill training
- ❖ Community based sea safety and disaster management

2.0 Role & Responsibilities of Facilitating NGO (F-NGO):

The Facilitating NGO would be the main implementing agency for the project. It will play a crucial role in establishing Cluster Resource Centers in selected clusters of the districts. It will need to work closely with the various stakeholders, Resource NGOs (R-NGO), SHGs, Federations, Fish Marketing Societies and other NGOs in the selected area towards successful implementation of the project. The F-NGO in its execution of its role will undertake the following activities in the project area:

- ❖ Establish Cluster Resource Centers (CRC) in selected clusters of the districts
- ❖ Undertake Base line Survey of Target population assisted by R-NGO
- ❖ Undertake Participatory Resource Mapping and Micro Planning in the project area for identification of community infrastructure requirements with the assistance of R-NGO
- ❖ Undertake structured survey to assess the current status of SHGs in the project area.
- ❖ Identification and selection of Core trainers for programme implementation
- ❖ Strengthening and Training of Self Help Groups (SHGs)
- ❖ Formation of Federations of SHGs

- ❖ Preparation of Annual Work Plan & Budget with the assistance of R-NGO
- ❖ Submission of periodical physical and financial progress report to the District Implementation Office (DIO)
- ❖ Participation in review meetings & discussions arranged by R-NGO, DIO & PMU
- ❖ Organize intra & inter district exchange visits for staff, SHGs and Federations and conduct workshops in consultation with the PMU and as per Annual work plan and budget
- ❖ Any other activity as may be required during implementation of project as and when directed by PMU

3.0 The specific activities of the F-NGO would relate to but not limited to the following:

3.1 Institutional development of target groups:

- ❖ Formation of Cluster Resource Centre (CRCs) and recruitment of Personnel would be as indicated in **Annexure-IIA**. The selected staff will be appointed after obtaining the approval of the PMU.
- ❖ The CRC would be the implementation arm of the District implementation Office at the grass root level. After being trained, the CRC personnel would give facilitation support to the Traditional Community Institutions in preparing and implementing the micro plans, support the SHGs in accessing micro finance and other services as envisaged in the programme.
- ❖ Setting up of Cluster Advisory Committee (CAC) in consultation with DIO with representatives from PRI, SHGs, traditional institutions, production societies and NGOs working in the areas. The Cluster Co-ordinator will be the Member Secretary of the CAC. The CAC would play an advisory role to the CRC.
- ❖ Maintenance of CRC for 6 years with the available funds under the project. Though the project is for 8 years, it is expected that each CRC will become a self sustaining unit by the end of 6th year.

The details of operational and maintenance cost including salaries, allowances for each CRC available under the project are furnished separately in **Annexure-IIB**.

3.2 Capacity building:

- ❖ Identification and selection of Core trainers for capacity building of SHGs.
- ❖ Identification, Re-building and strengthening of weak, young SHGs -Modular Training for SHGs to improve and build their capacity on selected themes (Group Cohesiveness/ Savings/ Internal lending, Availability of Government Schemes, Gender related issues, Credit linkages i.e. Bank Linkages etc).
- ❖ Facilitation of training and capacity building for growth and profit orientation of Income Generation Activities.
- ❖ Formation /strengthening and supporting of Federations of SHGs.

Training costs would be met by the project funding based on the Annual Work Plan Budget.

3.3 Studies / Surveys:

- ❖ Conducting of base line sample survey of households participating in the project (SHG, Fish marketing societies) with special focus on women & disadvantaged groups.
- ❖ Conducting of participatory resource mapping by involving the members of the Community, traditional institutions and SHGs for identification and prioritization of basic community infrastructure required for improving quality of life of the community like water supply, sanitation, community hall, fish drying platforms etc.
- ❖ Conducting of participatory development of micro- plans to enable the community to identify key issues that need to be addressed to protect & improve their environment and livelihood, such as development of coastal shelterbelts, regulation/phasing out of destructive fishing gear and practices, control of pollution etc and ensure that women and disadvantaged groups fully participate in the process.
- ❖ Conducting of structured survey/SHG mapping to assess the current status of SHGs in the project area. The survey will look at the present status of SHGs, NGOs functioning in the village, federations formed etc.

The funding for surveys and studies would be made available from Project Budget based on your Plan of Action for each cluster approved by PMU.

3.4 Monitoring & Reporting:

- ❖ Submission of physical and financial monthly progress report to the District Implementation Office (DIO).
- ❖ Advance tour programme of CRC personnel should be sent to DIOs for approval
- ❖ Tour diary on actual tour performed by CRC personnel should be submitted to DIOs before 5th of every month
- ❖ Quarterly reports on the progress of tasks assigned to the NGO as per the ToR
- ❖ Participation in review meetings convened by DIO/ PMU
- ❖ Delivering of outputs in stipulated time frame as per the annual work plan and budget
- ❖ The performance of the full time staff i.e. Cluster Coordinator, Cluster Facilitator, Cluster Business Promoter will be monitored closely by the PMU & DIO.
- ❖ FNGO should facilitate the process of Participatory Monitoring and Evaluation of Habitations at the Panchayat level and assist District Implementation Office and PMU in data collection and reporting M&E and information for the MIS.
- ❖ The F-NGO should appoint one Nodal officer for all of the clusters allotted to the NGO. The Nodal Officer would coordinate, monitor and report on the various activities of all the clusters taken up by them. She/He should attend all reviews and meetings of PMU/DIO as and when required.

4.0 Minimum Qualifications of Agency:

- ❖ Should be a registered body under the relevant Act and in existence for more than 3 years as on 1.1.2008.
- ❖ Should have maintained proper accounting records and audited financial statement for the last 2 years.
- ❖ At least 3 years of experience in working with SHGs and having not less than 200 groups credit linked (i.e. Bank Linkages)
- ❖ Prior experience in working with Coastal Communities in Capacity Building, Vocational Training, Livelihood promotion activities, etc.
- ❖ Additional weightage will be given for:
 - Experience in working with major donors, Central/State Government,
 - Availability of experts within the organization
 - Infrastructure facility to conduct in-house training
 - Strong presence and visibility of NGO in the coastal community

5.0 Procedure for selection:

- ❖ Scrutiny and short listing of Proposals by the screening committee.
- ❖ Invitation to Short listed NGOs for making a presentation on their approach & plan for implementation.
- ❖ Field Inspection of NGO's premises
- ❖ Ranking of technical proposals based on scrutiny and field visit.
- ❖ The precise activities to be taken up will be decided in collaboration with the selected F- NGOs, after a broad agreement has been reached. Funding for the project activities is as provided for in the project budget and as per quarterly work plan budget.
- ❖ The contract will be initially for a period of 2 years and renewal will be considered based on review of their performance. The progress of the activities will however be reviewed annually.

6.0 Technical proposal shall include the following details /documents:

- ❖ A copy of Registration certificate and certificate of last renewal if applicable
- ❖ Audited Annual Accounts for the last 2 years 2005-06, 2006-07
- ❖ A statement from bank in support of number of credit linked groups.
- ❖ Organization profile (should include details of office bearers sources of funding, staffing and infrastructure facilities available with the organization).
- ❖ A clear statement of why the NGO is suitable to be engaged as F-NGO for promotion of Post Tsunami Sustainable Livelihoods Programme (PTSLP) for the Coastal Communities of Tamil Nadu
- ❖ The clusters (Group of panchayats) in which the NGO is interested in working.
- ❖ The technical proposal should be in detail indicating log frame, methodology that will be adopted in implementing the various activities, such that the outcome indicators are achieved as mentioned in **Annexure-III**.
- ❖ The technical proposal should be submitted separately in a sealed cover superscribing it as "Technical proposal of F-NGO for IFAD assisted PTSLP."

Abbreviations:

- ❖ AWPB - Annual work Plan and Budget
- ❖ CAC - Cluster Advisory Committee
- ❖ CRC - Cluster Resource Centre
- ❖ DIO - District Implementation Office
- ❖ F-NGO - Facilitating NGO
- ❖ IFAD - International Fund for Agricultural Development
- ❖ IGA - Income Generation Activities
- ❖ NGO - Non Government Organization
- ❖ PMU - Project Management Unit
- ❖ PTSLP - Post Tsunami Sustainable Livelihood Programme
- ❖ PRI - Panchayat Raj Institutions
- ❖ R-NGO - Resource NGO
- ❖ SHG - Self Help Group
- ❖ TCI - Traditional Community Institutions
- ❖ ToR - Terms of Reference

The details of project area

Thiruvallur

Block	Coastal Panchayat	No. of Habitations as per 2001 census	Total Population as per 2001 census	Location of CRC
1. Minjur	Poongulam	13	2311	Sirulapakkam
	Kallur	13	2561	
	Sirulapakkam	8	3356	
	Avurivakkam	5	1580	
	Praylayam Pakkam	6	1268	
	CRC Total	45	11076	
	Pazhaverkadu	11	4776	Pazhaverkadu
	Kottai Kuppam	5	4770	
	Thangalperumbulam	5	1670	
	L.H. Kuppam	13	5803	
	Kattupalli	6	1592	
	CRC Total	40	18611	
2. Gummipoondi	Arambakkam	14	6574	Sunnambukulam
	Medipalayam	2	863	
	Sunnambukulam	7	2618	
	Obasamudharam	7	2963	
	CRC Total	30	13018	

Kancheepuram

3. St. Thomas Mount	Kottivakkam	11	13884	Pallavakkam
	Palavakkam	14	14361	
	CRC Total	25	28245	
	Neelangarai	14	15637	Enjambakkam
	Enjambakkam	7	10117	
	Uthandi	4	2497	
	CRC Total	25	28251	
4. Thiruporur	Kanathur Rettikuppam	3	4078	Kovalam
	Muttukadu	8	6306	
	Kovalam	8	5409	
	Thiruvidanthai	2	1431	
	Vadanenneli	2	1246	
	Nemmeli	9	3468	
	Pattipulam	6	2674	

	CRC Total	38	24612	
5. Thirukazhukundram	Edaiyur	3	1059	Sathurangapattinam
	Sathurangapattinam	6	10104	
	CRC Total	9	11163	
	Puthupattinam	12	20901	Puthupattinam
	Vayalur	10	4474	
	CRC Total	22	25375	
6. Lathur	Kadalur	14	6713	Thenpattinam
	Kanathur	4	983	
	Vadapattinam	4	1180	
	Thenpattinam	4	2335	
	Mugaiyur	9	3263	
	Seekanamkuppam	5	1832	
	Paraman keni	5	699	
7. Chithamur	Kolathur	7	2686	
	CRC Total	52	19691	

Villupuram

8. Marakkanam	Alapakkam	9	1745	Anumandai
	Panichamedu	3	1056	
	Kilpettai	4	1567	
	Anumandai	6	5644	
	Chettikuppam	2	1713	
	CRC Total	24	11725	
	Koonimedu	Koonimedu	9	6651
Kilputhuppattu		10	6427	
9. Vanur	Bommiyarpalayam	11	6664	
	CRC Total	30	19742	

Cuddalore

10. Cuddalore	Singirikudi	3	1974	Mathalapattu	
	Mathalapattu	11	4891		
	Nanamedu	2	1887		
	Kundu Uppalavadi	9	6020		
	CRC Total	25	14772		
	Pachayankuppam	Cuddalore OT	6	6401	Pachayankuppam
		Pachayankuppam	6	8111	
		Kudikadu	7	3835	
		Sedapalayam	7	4559	
		Semmankuppam	6	2808	

	CRC Total	32	25714	
11. Kurinjipadi	Thiyagavalli	10	5053	Thirichopuram
	Thirichopuram	6	3955	
	Kayalpattu	9	2735	
	Vandiyampallam	4	1397	
	CRC Total	29	13140	
12. Parangipettai	Periyapattu	6	3760	Silambimangalam
	Silambimangalam	5	5253	
	Villiyannallur	5	3582	
	Kothattai	5	3735	
	C.Pudhupettai	4	2117	
	CRC Total	25	18447	
	Nanjamugathuvazhakai	4	1639	Kavarapattu
	Madavankari	5	1781	
	T.S.Pettai	1	923	
	Pitchavaram	6	2978	
	Keezhathirukalipalai	4	1115	
	Melathirukazhipalai	3	885	
	Kavarapattu	6	1910	
	CRC Total	32	12710	
13. Kumaratchi	Jayankondapattinam	3	1479	
	CRC Total	32	12710	

Nagapattinam

14. Nagapattinam	Akkaraipettai	4	9940	Vadakupoihainallore
	Vadakupoihainallore	3	5686	
	Southpoiainallore	4	4,368	
	CRC Total	11	19994	
15. Keelaiyur	Prathabaramapuram	7	8641	Vilunthamavadi
	Thirupoondi (E)	4	4,475	
	Vilunthamavadi	6	5848	
	Pudupalli	3	3023	
	Vettaiakraniruppu	7	4448	
	CRC Total	27	26435	
16. Thalainayar	Kovilpathu	10	2789	Veelapalam
	Veelapallam+B127	10	6063	
	Naluvadapathy	10	4356	
	CRC Total	30	13208	
17. Vedaranyam	Pushpavanam	12	6250	Periyakuthagai
	Periyakuthagai	9	2398	
	Kodiakkadu	2	2,952	
	Kodiakkarai	1	1705	

	CRC Total	24	13305	
18. Sembanarkoil	Maruthampallam	5	2911	Pillaiperumanallur
	Kalamanallur	8	2828	
	Pillaiperumanallur	8	2966	
	Manikapangu	6	4460	
	Chandrapadi	2	1993	
	CRC Total	29	15158	
19. Sirkali	Thennampattinam	8	3989	Kaveripoompattinam
	Perunthottam	14	6860	
	Kaveripoompattinam	10	8224	
	Vanagiri	6	6261	
	CRC Total	38	25334	
20. Kollidam	Kodiyampalayam	1	1171	Thandavankulam
	Pudupattinam	6	8,145	
	Thandavankulam	6	4,594	
	Vettangudi	12	4046	
	Thirumullaivasal	8	12594	
	CRC Total	33	30550	

Kanyakumari

21. Agastheeswaram	Leepuram	9	5290	Leepuram
	Kovalam	7	4632	
	CRC Total	16	9922	
22. Rajakkamangalam	Rajakkamangalam	32	15621	Rajakkamangalam
	CRC Total	32	15621	
	Dharmapuram	46	16458	Dharmapuram
	Kesavanpuhenturai	4	3627	
	Pallam	7	4964	
	Manakudy	2	5215	
	CRC Total	59	30264	
23. Kurunthencode	Simoncolony	4	10176	Muttom
	Muttom	3	6577	
	CRC Total	7	16753	
24. Killiyoor	Enayam	6	12403	Midalam
	Midalam	21	7991	
	CRC Total	27	20394	
25. Munchirai	Thoothoor	5	18776	Thoothoor
	CRC Total	5	18776	
	Painkulam	21	21337	Painkulam
	CRC Total	21	21337	

Annexure- II A

The Cluster Resource Centre will have the following personnel

Designation	Qualification	Experience	Roles & Responsibilities
Cluster Coordinator	Graduate / Post Graduate in Social Work / Sociology/Rural Development / Women Studies /Agriculture /Economics/Fisheries	She/he should have 2 years experience in case of Post Graduates / 4 years experience in case of Graduates in working with Coastal/rural communities. The candidate must be experienced in formation and strengthening of SHGs and Federations, Community mobilization, SHGs-Credit linkages, Income Generation activities (IGA), Marketing linkages. She/He must be computer literate with aptitude for field work.	The Cluster Coordinator will be responsible for programme implementation. She/he will be under the direct supervision of the F-NGO. In execution of duties she/he will need to coordinate with all the stakeholders (SHGs, Federations, R-NGO and other NGOs in the project area). She/He will serve as Member Secretary of CAC. She/he will be engaged in intensive field work in the project area by performing a minimum of 15 days tour every month.
Cluster Facilitator	The Cluster Facilitator must be a Graduate in Sociology/Rural Development / Women Studies /Agriculture /Economics	She/he should have 2 years experience in working with Coastal /Rural communities. The candidate must be experienced in formation and strengthening of SHGs and Federations, Community mobilization, SHGs-Credit linkages, Income Generation activities (IGA), Marketing linkages	The Cluster Facilitator will assist Cluster Coordinator in follow up and monitoring of programme implementation. The Cluster Facilitator will coordinate with the core trainers on training schedules. She/he will work under the guidance and supervision of the Cluster Coordinator. In execution of his/her duties she/he will need to coordinate with all the stakeholders (SHG, Federations and other NGOs in the project area). She/he will be engaged in intensive field work in the project area by performing a minimum of 15 days tour every month.

Cluster Business Promoter	The Cluster Business Promoter must be a Graduate in Commerce/ Economics/Business Administration/ Cooperation/Fisheries Science /Agriculture /Economics	She/he should have 2 years experience in working with Coastal/ rural communities. The candidate must be experienced in formation and strengthening of SHGs and handling of SHG accounts, /Community mobilization, SHGs-Credit linkages, Income Generation activities (IGA), Promotion of marketing of fishing and allied products	The Cluster Business Promoter will assist Cluster Coordinator in follow up of income generation activities and micro enterprise development. She/he will work under the guidance of Cluster Coordinator and R-NGO. She/he will develop market linkages, provide technical support for income generation and micro enterprise activities undertaken by the community in the project area. She/he will be engaged in intensive field work in the project area by performing a minimum of 15 days tour every month.
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Note: FNGO should ensure that the CRC personnel have stability of tenure through the contract period and any attrition of staff due to unavoidable circumstances should be made good immediately and intimated to PMU/DIO.

Project Support for each Cluster Resource Center:

A. Salaries & Allowances				
	Item	No. of Persons	Cost per Month (Rs.)	Cost per Annum (Rs.)
	Cluster Co-ordinator	1	7,500	90,000
	Facilitator	1	6,000	72,000
	Cluster Business Promoter	1	6,000	72,000
	Conveyance	3	2,000	24,000
	Cell phones charges	1	500	6,000
	Total		22,000	2,64,000
B. Operating. & Maintenance cost				
	Item		Cost per Month	Cost per Annum
	Rent		2,000	24,000
	Telephone charges		1,000	12,000
	Other administrative expenses.		2,000	24,000
	Total		5,000	60,000
C One Time Support				
	Item	No.	For each CRC, the equipment will be supplied by the project.	
	Equipment			
	Computer Desk top	1		
	Printer	1		
	UPS	1		
	Other items			

Note:

- ❖ **Conveyance** : Fixed traveling allowance for CRC personnel @Rs700 for Cluster Coordinator and @Rs650 each for Cluster Facilitator and Cluster Business promoter
- ❖ **Cell Phone charges:** The Cluster Coordinator will be eligible for reimbursement of cell phone charges subject to a ceiling of Rs.500/p.m
- ❖ **Office rent** : Includes rent of CRC, electricity, water charges.
- ❖ **Telephone charge** : Includes office telephone expenses and monthly charge for internet connection.
- ❖ **Other administrative exp** : Maintenance of office equipment, stationery, postage, travel expenses of CRC personnel outside the cluster, etc.
- ❖ **Other items** : includes office furniture and other essential office equipment.

Activities and Outcome Indicators - F-NGO

S. No.	Activity	Period	Outcome Indicators
1	<p>Establishment of CRC: F-NGO should recruit the personnel for CRC and ensure that they are trained through R-NGO and set up a Cluster Advisory Committee to advise the CRC in consultation with DIO</p>	Should establish the CRC immediately on signing of MoU.	CRC personnel should be able to give facilitation support to the traditional community institutions in preparing and implementing the micro-plan for community infrastructure, biannually review the plan, help SHGs in accessing Micro Finance and implement other project activities.
2	<p>Base line survey: F-NGO should conduct sample survey of households participating in the project (SHGs, Fish Marketing Societies, etc.) with special reference to women and disadvantaged groups.</p>	The Baseline survey of project area should commence at the start of the project and should be completed within the first year.	This survey will be the basis for coverage of the population under this project and comprehensive baseline information should be available for implementation of the various components of the project.
3	<p>Structured survey/SHG mapping: The survey will assess the current status of SHGs, NGOs functioning in the area, federation formed etc. This survey will identify the grass root institutions which require strengthening and capacity building.</p>	The structure of survey should commence at the start of the project and should be completed within the first year.	This survey should reflect the status of SHGs, NGOs, federations and other grass root institutions functioning in the area with clear indication of the extent / nature of intervention required.
4	<p>Capacity Building: F-NGO should identify core trainers to train the SHGs. Capacity building of SHGs should be through standard training modules. Federation should be formed and strengthened in areas of governance resource mobilization and accounts maintenance etc.</p>	Capacity building will be an on going process with the bulk of the identified SHGs receiving training in the first three years and repeat training to the given based on need. Training of Federation is to be taken up from the third year onwards after sufficiently strengthening the SHGs.	The training should be comprehensive in nature such that the SHGs become fully aware of book-keeping, maintenance of records, internal lending, availing credit linkages etc.

<p>5</p>	<p>Initial Mapping on community resource: F-NGO should undertake initial resource mapping by involving members of community to identify the basic infrastructure needs of community.</p>	<p>This exercise should commence within the first year of the project and should be completed within a year.</p>	<p>The mapping exercise should identify and prioritize the basic community infrastructure required for improving the quality of life and also identify key issues concerning management of coastal and fisheries resources such that the above will be reflected in the micro-plans</p>
<p>6</p>	<p>Participatory Micro-planning: Based on resource mapping exercise, F-NGO through CRC personnel should develop micro-plans by involving communities for infrastructure development.</p>	<p>The micro-planning exercise should be completed in 2 years, and should immediately follow the resource mapping.</p>	<p>The micro-plans should reflect the priority needs of the community, be participatory in nature and should involve women and disadvantaged groups. The funds available should be so leveraged that the infrastructure planned should be of benefit to the entire community.</p>

Post - Tsunami Sustainable Livelihood Programme (PTSLP) for the Coastal Communities of Tamil Nadu

Terms of Reference for Sub-Sector Survey

1.1 Background:

The Government of Tamil Nadu with the Loan assistance from International Fund for Agricultural Development (IFAD) is implementing Post - Tsunami Sustainable Livelihood Programme for the Coastal Communities of Tamil Nadu through Tamil Nadu Corporation for Development of Women Ltd (TNCDW). For this project, Government of Tamil Nadu intends to engage Reputed Institutions / Organizations to undertake survey **to choose sub-sectors with greatest potential for growth in micro enterprises income and employment.**

Important aspects of the project like target group, goal and objective, project area and project components are given below:

1.2 Target Group:

The project shall benefit the Coastal dwellers (in villages directly or indirectly affected by tsunami) including:

- ❖ Coastal fishers using beach launched craft (kattumarams, vallams)
- ❖ Wage labour employed in the fisheries & agricultural sector
- ❖ Small scale fish vendors and processors (mainly women)
- ❖ Small & marginal farmers
- ❖ Other marginalised occupation groups (e.g. sea shell workers).

Within these occupational groups the project will attempt to focus on single adult headed households (especially widows & widowers, Scheduled Castes & Scheduled Tribes)

1.3 Goal and Objective:

The overall objective of the project would be to build self reliant coastal communities, resilient to shocks and able to manage their livelihoods in a sustainable manner. This would be achieved via the immediate objective of developing viable enterprises and resource management systems owned and operated by poor men and women in the region affected by the Tsunami and supported by community and other appropriate institutions.

1.4 Project Area:

The project is to be implemented in the coastal panchayats of six coastal districts of Thiruvallur, Kancheepuram, Villupuram, Cuddalore, Nagapattinam and Kanyakumari over a period of 8 years. Within these districts, the project would be operationalized in 25 blocks wherein the coastal panchayats is grouped into clusters. 30 such clusters (cluster being a group of panchayats) with a coverage of approximately 6, 00,000 population, is the project area for implementation.

2.0 Objective of the Assignment:

To choose and list out Sub-sectors with the greatest potential for growth in micro enterprise income and employment.

The Sub-sector Survey would particularly focus on :

- a) Identification of potential business opportunities (in micro enterprise growth) in Farm & Non Farm sector to benefit the target group.
- b) Forecasting sub-sector wise investment opportunities, business volume, employment generation & income generation over a period of 6 years.

The Sub-sector study is to be conducted in Kancheepuram and Nagapattinam district. For the purpose of implementation, the project has established 6 Cluster Resource Centres in Kancheepuram District and 7 Cluster Resource Centres in Nagapattinam District. The details of project area in the above two districts are given in **Annexure – I.**

3.1 Steps for Sub-sector Survey:

- Consultation with stakeholders: IFAD assisted PTSLP Team's Project Management Unit (PMU), District Implementation Offices, NGOs, SIFFS, Line departments, SHGs, Federations etc., and prepare a check list of information needed.
- Conduct a stock taking of the existing situation in the blocks viz., resource inventory as per sub sector, existing flow of funds of various schemes, strength of the block, identification of critical gaps as per sub sector-research, technology, market, service providers, infrastructure, regulations and identification of business opportunities in Farm / Rural Non Farm sector.
- Identify income generating and growth potential sectors (in micro-enterprise growth), in the identified clusters of Kancheepuram and Nagapattinam districts. Develop model business plans and identify agencies to develop Livelihood Enhancement Action Plan by giving special emphasis for the target group.

- Assess and recommend specific basic infrastructural needs for increasing efficiency and output. This includes identifying appropriate technology for augmenting the activity and wherever applicable, the technology needed to increase output and the shelf life of the product. The assessment should also explore finance options for leasing the technology and insurance.
- Assess the skill up-gradation needs and business management training (inventory management, pricing mechanism etc) for carrying out the activity in a sustainable manner.
- Identify the market potential and the growth potential for the activity, including making and / or developing value added products.
- Identify sector-specific expert agency (including technical institutes) to provide on-going skill and product development needs, quality control and other issues regarding the supply chain.
- Identify the corporate sector presence in the region and possible linkages that can be developed.

3.2 Criteria to be utilized in the selection of Sub sectors:

- The following criteria besides others, are to be utilized in making the selection of Sub-sector

a) Unmet market demand:

The Sub-sector chosen must be such that there is a gap between demand and supply so that the gap is met by the products of the enterprises to be developed on cluster basis. Hence, the market demand for the particular product and the existing supply position / availability should be taken into account

b) Potential to increase rural income and employment:

The sub-sector should have the potential for increase in income and also employment opportunities for the target group. The sub-sector may be prioritized based on its potential.

c) Participants interest in specific Sub-sector:

The identified sub-sectors to be developed as micro enterprises on cluster basis should be of interest to the target group. The target group's interest, involvement and commitment is paramount to the success of the venture in developing the micro enterprises

- The Sub-sectors be ranked in an attractiveness matrix as given below.

	Potential market demand			
Potential to increase rural incomes	High	X	X	X (Best)
	Medium	X	X	X
	Low	X (Least)	X	X
		Low	Medium	High

4.0 Report:

The report should contain but not limited to the following:

- Executive summary highlighting Block specific business opportunities & suggested strategy.
- Comment on livelihood options and the impact of the project intervention on their sustainability. Comment and compare different livelihood option models for the target groups.
- Data base of various business houses and institutions that could be tapped to facilitate capacity building, hand holding, and business tie ups for forward and backward linkages at both, state as well as district level.
- Resource Inventory: The Raw material availability, Present utility, Man power availability, Participants interest etc.
- Sub-sector wise SWOT Analysis & listing of Critical gaps.
- List of identified sub sectors in Farm & Non Farm sector.
- Summary of Objectives / Benefits expected to accrue over a period of 6 years.
- Strategy with recommendations supported by data.

5.0 Minimum qualifications of the Organization / Institution to apply for:

- a) Should have conducted atleast one study each in Farm sector and Non-Farm sector.
- b) The composition of the study team should be diverse with one expert each from Fisheries, Animal Husbandry, Agriculture, Economics, Environment and Business Strategy.
- c) Minimum 5 years of experience in undertaking research on a national basis, with particular ability in socio-economic research in Tamil Nadu.
- d) Previous track record of conducting such studies on behalf of banks / Financial Institutions / Multilateral and Bilateral agencies etc.

6.0 Deliverables:

S. No.	Item	Timeline (from the date of contract)
1.	Consultation with stakeholders and preparation of check list of information needed.	Within 3 weeks
2.	Survey and stock taking of the existing situation in the blocks and identification of opportunities, assessment of opportunities and mapping.	Within 9 weeks
3.	Interim presentation : Identification of potential income generating activities that can be taken up for Micro Enterprise Development on cluster basis, current hurdles etc and make a presentation by including the details of S.No. 1 & 2.	Within 11 weeks
4.	Draft final report: Submission of draft final report with recommendations.	Within 13 weeks
5.	Final Report	Within 16 weeks

7.1 Procedure for Selection:

- The Institution / Organization / Firm will be selected based on Quality and Cost Based Selection (QCBS) method.
- Scrutiny of Technical Proposals by the Bid Scrutiny Committee
- Invitation to Institutions / Organisations for making a presentation on their approach for the sub-sector survey.
- Opening of Financial bid who have qualified in Technical Bid evaluation.
- Ranking of institution / organisation based on marks obtained in Technical and Financial bid.
- The institution / organisation obtaining the highest total score will be awarded the contract.

7.2 Selection based on Quality and Cost Based Selection (QCBS) method:

Under this method the marks allotted for Technical proposal and financial proposal will be 75 and 25 respectively. The technical proposals that score a minimum of 60 marks out of 75 marks will be considered as technically qualified. **A proposal shall be rejected at this stage if it fails to achieve the minimum technical score.**

7.3 The Evaluation of technical bid (Max 75 marks):

The weightage will be as given as below.

S. No.	Criteria	Max. marks (Total 75)
1.	The institution's relevant experience for the assignment Studies conducted for banks / financial Institutions / multilateral / bilateral agencies Each study in Farm sector will carry five marks subject to a maximum of . . . 20 marks Each study in Non Farm sector will carry five marks subject to a maximum of . . . 20 marks	40
2.	The qualification of the technical experts proposed Specialization in the field of Fisheries, Animal Husbandry, Agriculture, Economics, Environment, Business strategy etc. Marks allotted : If, Phd. - 5, ; PG - 3 ; UG - 2 Subject to a maximum of 25 marks	25
3.	Adequacy of proposed methodology and work plan in accordance with ToR and presentation on the approach for Sub-sector Survey	10

7.4 Evaluation of Financial bid: (Max. 25 marks)

The institutions / organizations which have scored 60 out of 75 marks in the technical bid evaluation will alone be considered for opening of financial bid. The institution / organisation who has quoted the lowest financial bid will be given maximum of 25 marks and others will be awarded lesser marks in proportion to the lowest bid (Formula : 25 marks x L1 rate divided by L2 rate).

7.5 Final Selection:

Ranking will be made by adding the marks obtained both in Technical bid evaluation and Financial bid evaluation and final selection will be made accordingly. The contract will be awarded to the institution / organization / firm obtaining the highest total score.

8.1 Technical proposals shall include the following details / documents:

- Organizational profile.
- List of experts along with qualification and experience who will undertake this survey.
- List of surveys conducted earlier and the fields in which they have been conducted. (Supporting documents to be attached)

- The methodology proposed for the Sub-sector survey, in Farm & Non-Farm Sector.
- Any other information and relevant documents in support of the qualifications as specified in para 7.3.

8.2 The financial proposal shall include:

All costs (exclusive of taxes if any applicable) **per district** should be given.

S. No.	District	Cost (Excluding taxes if any) Rs.
1.	Kancheepuram	
2.	Nagapattinam	
Total		

The detailed working sheet for the above cost should also be enclosed.

9.0 Payment terms:

The payment schedule and terms of payment will be part of contract. The suggested payment schedule may be furnished by the institution / organization.

10.0 General:

The Institution / Organization / firm who are willing to apply should **apply for both the districts.**

The Technical and Financial proposals for both the districts should be submitted in 2 separate sealed covers superscribing as follows:

Technical proposal for IFAD assisted PTSLP – Sub-sector survey – Kancheepuram and Nagapattinam Districts.

Financial proposal for IFAD assisted PTSLP – Sub-sector survey – Kancheepuram and Nagapattinam Districts.

Abbreviations

IFAD	. . .	International Fund for Agricultural Development
NGO	. . .	Non-Government Organization
PMU	. . .	Programme Management Unit
PTSLP	. . .	Post Tsunami Sustainable Livelihoods Programme
SIFFS	. . .	South Indian Federation of Fishermen Societies
SHGs	. . .	Self Help Groups
SWOT	. . .	Strengths, Weaknesses, Opportunities and Threats
TNCDW	. . .	Tamil Nadu Corporation for Development of Women Ltd.,
QCBS	. . .	Quality and Cost Based Selection

**DETAILS OF PROJECT AREA IN
KANCHEEPURAM AND NAGAPATTINAM DISTRICT**

Block	Location of Cluster	Coastal Panchayat	No. of Habitations	Total Population
Kancheepuram District				
St.ThomasMount	Pallavakkam	Kottivakkam	11	13884
		Palavakkam	14	14361
		CRC Total	25	28245
St.Thomas Mount	Enjambakkam	Neelangarai	14	15637
		Enjambakkam	7	10117
		Uthandi	4	2497
		CRC Total	25	28251
Thiruporur	Kovalam	Kanathur Rettikuppam	3	4078
		Muttukadu	8	6306
		Kovalam	8	5409
		Thiruvidanthai	2	1431
		Vadanenneli	2	1246
		Nemmeli	9	3468
		Pattipulam	6	2674
		CRC Total	38	24612
Thirukazhukundram	Sathurangapattinam	Edaiyur	3	1059
		Sathurangapattinam	6	10104
		CRC Total	9	11163
Thirukazhukundram	Puthupattinam	Puthupattinam	12	20901
		Vayalur	10	4474
		CRC Total	22	25375
Lathur	Thenpattinam	Kadalar	14	6713
		Kanathur	4	983
		Vadapattinam	4	1180
		Thenpattinam	4	2335
		Mugaiyur	9	3263
		Seekanamkuppam	5	1832
		Paraman keni	5	699
Chithamur	Thenpattinam	Kolathur	6	2686
		CRC Total	51	19691
		Sub Total	170	137337

Block	Location of Cluster	Coastal Panchayat	No. of Habitations	Total Population
Nagapattinam District				
Nagapattinam	Vadakupoihainallore	Akkaraipettai	4	9940
		Vadakupoihainallore	3	5686
		Southpoihainallore	4	4,368
		CRC Total	11	19994
Keelaiyur	Vilunthamavadi	Prathabaramapuram	7	8641
		Thirupoondi (E)	4	4,475
		Vilunthamavadi	6	5848
		Pudupalli	3	3023
		Vettaikraniruppu	7	4448
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		Vellapallam+B127	10	6063
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		Kodiakkadu	2	2,952
		Kodiakkarai	1	1705
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		Kalamanallur	8	2828
		Pillaiperumanallur	8	2966
		Manikapangu	6	4460
		Chandrapadi	2	1993
		CRC Total	29	15158
Sirkali	Kaveripoompattinam	Thennampattinam	8	3989
		Perunthottam	14	6860
		Kaveripoompattinam	10	8224
		Vanagiri	6	6261
		CRC Total	38	25334
Koillidam	Thandavankulam	Kodiyampalayam	1	1171
		Pudupattinam	6	8,145
		Thandavankulam	6	4,594
		Vettangudi	12	4046
		Thirumullaivasal	8	12594
		CRC Total	33	30550
		Sub Total	192	143984

