Request for Proposal (RFP) for Editorial Services for the India Roadmap Project on Low Carbon & Sustainable Mobility in India

Overview: Federation of Indian Chambers of Commerce & Industry (FICCI) is leading a project to develop **'Roadmap for Low Carbon & Sustainable Mobility in India (Decarbonisation of Indian Transport Sector)'**, supported by PPMC (Paris Process on Mobility and Climate) and WWF-India as the knowledge partners. The development of the Roadmap will be guided through an industry consultation and engagement with different stakeholders in Sustainable Mobility as well as interface with ministries and government departments at the centre and state levels.

FICCI Invites experienced and qualified report writers/professionals to submit their proposals for editorial services for the India Roadmap project.

Scope of Work: To develop the India Roadmap and in the process of doing the same, the following documents are to be worked on.

1. One draft and one final India Roadmap report
2. Eight theme reports on eight India Roadmap Components
3. Two presentations based on the draft & final India Roadmap Reports

The scope of work is as follows:

-   Synthesise all the inputs by each Working Group under the project
-   Background research as well as report writing based on the inputs received from the Working Groups under the project
-   Content Writing and Editing
-   Proof reading
-   Complete formatting in Report form
-   Participation in the meetings as per the requirement

Who We Are: Established in 1927, FICCI is the largest and oldest apex business organisation in India. Its history is closely interwoven with India's struggle for independence, its industrialization, and its emergence as one of the most rapidly growing global economies. A non-government, not-for-profit organisation, FICCI is the voice of India's business and industry. From influencing policy to encouraging debate, engaging with policy makers and civil society, FICCI articulates the views and concerns of industry. It serves its members from the Indian private and public corporate sectors and multinational companies, drawing its strength from diverse regional chambers of commerce and industry across states, reaching out to over 2,50,000 companies. FICCI provides a platform for networking and consensus building within and across sectors and is the first port of call for Indian industry, policy makers and the international business community.

Education/Experience: Post-graduate degree with at least with 10-15 years of relevant experience in the field of mobility, energy and environment, policy and industrial research, and other related fields

in terms of report writing and editorial support, with an engagement with credible organisations as consultants/ freelancers.

Credentials required:

- *List of reports published in the past in the last 3-5 years in the transport mobility sector and other related fields such as energy, technology innovation etc.*
- *Specific experience with another client (Industry leaders, Think tanks, Research Institutions, Multi and Bilateral institutions) - A comprehensive list is to be submitted as annexure.*

Submission process: *A complete proposal with the required credentials and the financial estimate is to be submitted in Word version by email (asim.sharma@ficci.com; mallika.bose@ficci.com) within the given timeframe.*

Duration: *The tenure will be from **July 15, 2019 to March 31, 2020**. The same may vary on the basis of project requirements and as mutually agreed upon by both the parties.*

Timeline: *Last date of submission is **July 8, 2019***

Selection Criteria: *There will be initial screening of the submitted proposals based on the numbers of sector specific qualitative reports prepared. After initial screening, the candidate will be shortlisted on the basis of financial quotation and will be communicated by FICCI.*

Engagement: *A contract will be signed with the selected candidate. There will be phase wise payment terms in line with satisfactory completion of the reports (as reviewed by the Core Group of the project).*