

Date: 17th February, 2022

Request for Proposal

Praja is a non-partisan organization working towards enabling accountable governance in Mumbai. To know more about our work and goals, please visit www.praja.org.

We are committed to creating a responsible and efficient society through people's participation. Praja Collects lots of Information through Government agencies using RTIs. The RTI we apply to different Government agencies in Delhi and Mumbai. We apply RTI on many issues like crime, education, health, civic, housing and elected representative. The elected representative information is mostly the question asked by the MP, MLA and the Councillor of Delhi and Mumbai in their respective forums. This information we receive is in the respective regional languages. Like in Delhi we get in Hindi and in Mumbai we get in Marathi.

Background and Objectives:

- Praja foundation tracks the performance of MLAs & Corporators in the city by evaluating them on set parameters and grading them on the basis of their performance.
- Evaluation process involves the inclusion of actual data from RTI along with a perceptual survey of the citizens in their jurisdiction.
- In this phase of the actual Data from RTI needs to be translated in English from Hindi and Marathi.

Scope of service:

- Translating the Data (question asked) from Marathi and Hindi to English (attached is the sample)
- One can choose both the languages to be translated in English or any one as per their skills.
- The translation is a summary or the gist of the Question asked by the ER (MP, MLA and councillor) the facts needs to be mentioned in the translation like the date, place name or the amount mentioned in the questions.
- The Translation will be done in the soft excel format given by Praja through a hard copy received by the government agency.

- The hard copy will be collected from Praja's office and has to be handed over to Praja in the said condition. (As the data is received through RTI and is important to keep it in a right condition)
- This work will also include Coding of the questions too (will be trained by Praja on this)

Please send the quotation on your letterhead mentioning the specifications of service and charges including taxes as applicable, via email or in a sealed envelope by 25th February, 2022. For any queries kindly contact Mr. Nilesh Kadam or email us at **nilesh@praja.org** or Ms. Ashwini More (022-6666 1442) or email at **ashwini@praja.org**