**COMPANY PROFILE**

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**Centre for Sustainable Development Studies Pvt. Ltd.**

Patandhoka, Lalitpur , Nepal

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# 1.0 OUR FIRM

**1.1 Introduction**

Centre for Sustainable Development Studies (CSDS) Pvt. Ltd. is a consultancy company registered with the Government of Nepal. From its establishment, CSDS is providing technical and consulting support in monitoring, database management, capacity development, development management, and profile information management system for both local government and development partners. CSDS is committed to establish its reputation for delivering quality work in the field of designing and undertaking third party program/project monitoring and evaluation; impact assessment; logical framework-based development planning; baseline, *mid-line*, end-line surveys; research, data collection & analysis; program design and rural livelihood improvement.

**In brief:**

Location Address : Patandhoka, Lalitpur

Coordination Office : Itahari, Sunsari. Mirchiya, Siraha

E-mail : [professionals@csds.com.np](mailto:professionals@csds.com.np)

Website : [*www.csds.com.np*](http://www.csds.com.np)

Type of Firm : Private Limited Company

VAT Number : 606556914

Company Registration No.: 201745/075/076

**Details of Contact Person**

Name : Mr. Prakash Rai/Mr. Dik Narayan Chaudhary

Designation : Chairperson/Executive Director

Mobile : +977-9851189225/9852046561

**1.3 Our Experience in Brief**

In general, the firm has a wide-ranging experiences in the following areas:

* **Preparing Result-Based Plans:** We have developed more than 8 periodic plan of Local Governments from Sunsari, Saptari and Siraha. Currently we are supporting to preparing Periodic Plan of Arnama Rural Municipality of Siraha district. It is result-based planning, in which, baseline indicators are fixed based on profile analysis and mid-term and longer-term outcomes are set through participatory planning process.
* **Baseline Survey for Preparing Digital Profile of Local Governments**: Using our own digital platform (<https://lgprofile.robustitconcepts.com>), we conducted Census Survey in more than 440,000 households through mobile/tablet and manage data in Local Level Profile Information Management System (a platform for Local Government Database Management System). In this system, HH data is analysed automatically in more than 125 tables just after submitting the completed HH data via mobile. We have developed more than 80 Digital profile of Local Governments including 8 R/M of Siraha district. For resource mapping process, we collect spatial information using **Google Earth and Open Street Maps (OSM)** in participatory way and analysed in GIS and displayed in our platform using. geojson file.

**Latest Assignment with Welthungerhilfe**

Conducted WASH Baseline Survey : Recently, We have carried out a Baseline Survey of *Strengthening Municipal Wide WASH Governance for Social Change (SMWGSC)* in 3 Municipalities (Siraha, Karjanaha, Kalyanpur) of Siraha District, Nepal for Welthungerhilfe/SABAL Nepal. We have submitted 3 municipal WASH profile and 1 WASH Baseline Survey Report and waiting for feedback. It was a census survey in 35,000 HHs based on mobile app, Akvoflow. The overall objective of this baseline study was to undertake the baseline survey (HHs survey) including GPS and Photo of respondent which will produce baseline indicators and monitoring framework (see Annex 1 for Details of our experience.

# Our Core Area of Expertise

The company’s core expertise lies in the following areas:

**Governance**

* Capacity enhancement of Federal and Provincial and Local Governments
* Policy development studies, Planning and Development Management at Federal, Provincial and Local level.
* Perform the professionalism to promote Social Inclusion (CFLG, EFLG, GESI Audit, GRB), community development
* Organization and Management Studies
* Mid-term Expenditure Framework

**Monitoring, Evaluation and Learning (MEL)**

* Independent third-party monitoring
* Research; Baseline, Mid-line, and End-line Surveys
* Process Monitoring
* Feasibility Studies;
* Project review and evaluation
* Projects Completion Reports Preparation.
* Environmental studies and mitigation measures.

**Planning and Policy Development**

* Local Level Planning (Integrated Periodic Plan, IUDP, MTMPs, and Annual Planning System)
* Preparation of DPR, Urban Water Supply Designing, EIA/IEE.
* Local Level database design and management,
* Revenue Improvement Action Plan
* Develop Sectoral Policies (Agriculture, Tourism, Landuse Policies)

**Spatial Planning and Data Management**

* Matric House Numbering System using aerial Image taken from Satellite and Drone
* Heritage and Landuse Planning,
* Led knowledge of ***Digital Profile*** and Local Level Profile Information Management System Use and sharing of spatial data management tools e.g. GIS, SPSS, CSPro, CRAFT, Kobo Toolbox to improve the data management system at local level

# OUR RELEVANT EXPERIENCES IN DETAILS

* 1. **Ongoing Assignments**

| **S.N.** | **Project Name** | **Name of the Client** | **Location** | **Duration of the assignment** | **Job Details** | **Year** |
| --- | --- | --- | --- | --- | --- | --- |
| 1 | Baseline Survey for Preparation of Digital Profile | Nawarajpur Rural Municipality | Nawarajpur, Siraha District | Feb – May 2020 | * App based Census Survey in 3803 House holds * Institutional Survey. * Resource Mapping Survey. * App base report * Orientation to the ITO and Authorities | 2020 |
| 2 | Baseline Survey for Preparation of Digital Profile | Kepilasgadhi Rural Municipality | Khotang | Jan – April | * App based Census Survey in 3045 House holds * Institutional Survey. * Resource Mapping Survey. * App base report * Orientation to the ITO and Authorities | 2020 |
| 3 | Baseline Survey for Preparation of Digital Profile | Kamala Municipality | Kamala, Dhanusa | 4 Months | * App based Census Survey in 8587 House holds * Institutional Survey. * Resource Mapping Survey. * App base report * Orientation to the ITO and Authorities | 2076 |
| 4 | Baseline Survey for Preparation of Digital Profile | Bishnu Rural Municipality | Bishnu, Sarlahi | 4 Months | * App based Census Survey in 3216 House holds * Institutional Survey. * Resource Mapping Survey. * App base report * Orientation to the ITO and Authorities | 2076 |

* 1. **Assignments Accomplished**

| **S.N.** | **Project Name** | **Name of the Client** | **Location** | **Duration of the assignment** | **Job Details** | **Year** |
| --- | --- | --- | --- | --- | --- | --- |
| 1 | Preparation of Local Disaster and Climate Resilience Plan (LDCRP) | Jalpa Integrated Development Society/ ***World Vision International*** | Ward No. 6, 7, 8 of Udaypurgadhi Rural Municipality, Udaypur district | Dec 2019 to Jan 2020 | * Provide Vulnerability and Capacity Assessment (VCA) Training * Carried out VCA in the community * Disaster Mapping using Google Earth and GIS * Facilitate Planning Workshop * Develop Planning Document and submission | 2020 |
| 2 | Baseline Survey for WASH Governance in | SABAL Nepal/ **Welthungerhilfe** | Siraha, Karjanaha, and Kalyanpur Municipalities of Siraha district | 5 Months | * App based (Ackvo Flow) Census Survey in 34,896 House holds * Resource Mapping Survey. * Develop Logframe * Develop M&E framework for the project | 2019 |
| 3 | Baseline Survey for Preparation of Digital Profile | Madi Municipality | Madi, Sankhuwasava  Report Access:  <http://madimun.gov.np> and Go to डिजिटल प्रोफाइल | 4 Months | * App based Census Survey in 3216 House holds * Institutional Survey. * Resource Mapping Survey. * App base report * Orientation to the ITO and Authorities | 2076 |
| 4 | Baseline Survey for Preparation of Digital Profile | Khandbari Municipality | Khandbari, Sankhuwasava  Report Access:  <http://khandbarimun.gov.np> and Go to डिजिटल प्रोफाइल | 4 Months | * App based Census Survey in 7441 House holds * Institutional Survey. * Resource Mapping Survey. * App base report * Orientation to the ITO and Authorities | 2076 |
| 5 | Baseline Survey for Preparation of Digital Profile | Pacharauta Municipality | Pacharauta, Bara  Report Access:  <http://pachrautamun.gov.np> and Go to डिजिटल प्रोफाइल | 4 Months | * App based Census Survey in 7310 House holds * Institutional Survey. * Resource Mapping Survey. * App base report * Orientation to the ITO and Authorities | 2075 |
| 6 | Baseline Survey for Preparation of Digital Profile | Hanumannagar Kankalini Municipality | Hanumannagar, Saptari  Report Access:  <http://hanumannagaryoginimaimun.gov.np/en> and Go to Digital Profile | 3 Months | * App based Census Survey in 9871 House holds * Institutional Survey. * Resource Mapping Survey. * App base report * Orientation to the ITO and Authorities | 2075 |
| 7 | Baseline Survey for Preparation of Digital Profile | Sukhipur Municipality | Sukhipur, Siraha  Report Access:  <http://sukhipurmun.gov.np> and Go to Digital Profile | 3 Months | * App based Census Survey in 8587 House holds * Institutional Survey. * Resource Mapping Survey. * App base report * Orientation to the ITO and Authorities | 2075 |
| 8 | Baseline Survey for Preparation of Digital Profile | Dhanauji RM | Dhanauji, Dhanusa  Report Access:  <http://dhanaujimun.gov.np> and Go to डिजिटल प्रोफाइल | 3 Months | * App based Census Survey in 4587 House holds * Institutional Survey. * Resource Mapping Survey. * App base report * Orientation to the ITO and Authorities | 2076 |
| 9 | Baseline Survey for Preparation of Digital Profile | Faktaglung RM | Faktalung, Taplejung  Report Access:  <http://phaktanglungmun.gov.np> and Go to डिजिटल प्रोफाइल | 3 Months | * App based Census Survey in 2711 House holds * Institutional Survey. * Resource Mapping Survey. * App base report * Orientation to the ITO and Authorities | 2076 |
| 10 | Baseline Survey for Preparation of Digital Profile | Dullu Municipality | Dullu, Dailekh  Report Access:  <http://dullumun.gov.np> and Go to डिजिटल प्रोफाइल | 3 Months | JV with SW, Dailekh   * App based Census Survey in 8986 House holds * Institutional Survey. * Resource Mapping Survey. * App base report * Orientation to the ITO and Authorities | 2076 |
| 11 | Baseline Survey for Preparation of Digital Profile | Sidingwa RM | Sidingwa, Taplejung  Report Access:  <http://sidingbamun.gov.np> and Go to डिजिटल प्रोफाइल | 3 Months | * App based Census Survey in 2510 House holds * Institutional Survey. * Resource Mapping Survey. * App base report * Orientation to the ITO and Authorities | 2076 |
| 12 | Baseline Survey for Preparation of Digital Profile | Chhinnamasta RM | Chhinnamasta, Saptari  Report Access:  <http://chhinnamastamun.gov.np> and Go to **विधुतीय सुशासन सेवा** and डिजिटल प्रोफाइल | 3 Months | * App based Census Survey in 5210 House holds * Institutional Survey. * Resource Mapping Survey. * App base report * Orientation to the ITO and Authorities | 2076 |
| 13 | Preparation of Periodic Development Plan | Arnama RM | Arnama, Siraha | 3 Months | * Situation Analysis at Ward Level * Facilitate Planning Workshops * Develop Vision, Goals and Objectives of Development * Develop Result-based Log-frame * Develop Implementation Plan | 2075 |

* 1. **Experience related to Baseline Survey for preparation of Digital Profile of Local Governments**

Through our consultancy or in involvement our expertise, we have prepared Digital Profile in <https://lgprofile.robustitconcepts.com> system of 43 local governments summarized as bellow in Nepali name;

| **S. N.** | **Name of Local Levels** | **Districts** | **Number HH covered** | **Completion Year** | **Carried out by** |
| --- | --- | --- | --- | --- | --- |
| 1 | Madi Municipality | Sankhuwasabha | 3216 | 2076 | CSDS |
| 2 | Khandbari Municipality | Sankhuwasabha | 7441 | 2076 | CSDS |
| 3 | Sukhipur Municipality | Siraha | 8587 | 2076 | CSDS |
| 4 | Dhanauji RM | Dhanusha | 4587 | 2076 | CSDS |
| 5 | Faktaglung RM | Taplejung | 2711 | 2076 | CSDS |
| 6 | Sidingwa RM | Taplejung | 2510 | 2076 | CSDS |
| 7 | Hanumannagar Kankalini Municipality | Saptari | 9871 | 2075 | CSDS |
| 8 | Pacharauta Municipality | Bara | 7310 | 2075 | CSDS |
| 9 | Chhinnamasta RM | Saptari | 2510 | 2076 | CSDS |
| 10 | Kamala Municipality | Dhanusha | 8201 | 2076 | CSDS |
| 11 | Bishnu Rural Municipallity | Sarlahi | 5014 | 2076 | CSDS |
| 12 | Nawarajpur Rural Municipality | Siraha | 3803 | 2076 | CSDS |
| 13 | Dullu Municipality | Dailekh | 8986 | 2076 | CSDS & JV |
| 14 | Kepilasgadhi Rural Muncipality | Khotang | 3045 | 2076 | CSDS & JV |
| 15 | Itahari Sub-Metropolitan City | Sunsari | 40000 | 2075 | CSDS & JV |
| 16 | Dewanganj RM | Sunsari | 6365 | 2074 | \* |
| 17 | Gadhi RM | Sunsari | 7657 | 2074 | \* |
| 18 | Bhokraha Narshimg RM | Sunsari | 7882 | 2074 | \* |
| 19 | Barahakshetra Municipality | Sunsari | 17558 | 2074 | \* |
| 20 | Barju RM | Sunsari | 7021 | 2074 | \* |
| 21 | Koshi RM | Sunsari | 8495 | 2075 | \* |
| 22 | Bishnupur RM | Saptari | 4605 | 2075 | \* |
| 23 | Surunga Municipality | Saptari | 7912 | 2075 | \* |
| 24 | Dakneswori Municipality | Saptari | 9459 | 2075 | \* |
| 25 | Kanchanrup Municipality | Saptari | 11045 | 2074 | \* |
| 26 | Rajgadh RM | Saptari | 6307 | 2074 | \* |
| 27 | Rupani RM | Saptari | 6231 | 2074 | \* |
| 28 | Mahadewa RM | Saptari | 5395 | 2074 | \* |
| 29 | Balanbihul RM | Saptari | 3976 | 2074 | \* |
| 30 | Karjanha Municipality | Siraha | 7046 | 2075 | \* |
| 31 | Kalyanpur Municipality | Siraha | 9391 | 2075 | \* |
| 32 | Arnama RM | Siraha | 5158 | 2075 | \* |
| 33 | Bariyarpatti RM | Siraha | 5690 | 2075 | \* |
| 34 | Sakhuwanankarkatti RM | Siraha | 3363 | 2075 | \* |
| 35 | Bhagawanpur RM | Siraha | 5325 | 2075 | \* |
| 36 | Fatuwabijayapur Municipality | Rautahat | 6215 | 2075 | \* |
| 37 | Rajdevi Municipality | Rautahat | 21343 | 2075 | \* |
| 38 | Madhavnarayan Municipality | Rautahat | 7734 | 2075 | \* |
| 39 | Rajpur Municipality | Rautahat | 5786 | 2075 | \* |
| 40 | Bauddhimai Municipality | Rautahat | 6500 | 2075 | \* |
| 41 | Gadhimai Municipality | Rautahat | 7039 | 2075 | \* |
| 42 | Gujara Municipality | Rautahat | 8736 | 2075 | \* |
| 43 | Sakhuwaprasauni RM | Parsa | 5446 | 2074 | \* |
| 44 | Jagarnathpur RM | Parsa | 5117 | 2074 | \* |
| 45 | Kalikamai RM | Parsa | 3223 | 2074 | \* |
| 46 | Dhobini RM | Parsa | 3505 | 2074 | \* |
| 47 | Parsagadhi Municipality | Parsa | 6882 | 2074 | \* |
| 48 | Paterwasugauli RM | Parsa | 4201 | 2075 | \* |
| 49 | Jirabhawani RM | Parsa | 4421 | 2075 | \* |
| 50 | Karaiyamai RM | Bara | 3340 | 2075 | \* |
| 51 | Pheta RM | Bara | 4063 | 2075 | \* |
| 52 | Devtal RM | Bara | 4861 | 2075 | \* |
| 53 | Adarsakotwal RM | Bara | 4536 | 2075 | \* |
| 54 | Mahagadhimai Municipality | Bara | 9218 | 2075 | \* |
| 55 | Kolhabi Municipality | Bara | 8764 | 2075 | \* |
| 56 | Simraungadh Municipality | Bara | 8067 | 2075 | \* |
| 57 | Baragadhi RM | Bara | 4667 | 2075 | \* |
|  |  | Total | 407337 |  |  |

(\*Assignments has been accomplished with the support of CDP/WFP in direct involvement of CSDS board members)

* 1. **Experience related to formulating Integrated Periodic Plan of Local Levels**

| **S. N.** | **Local Levels** | **Districts** | **Carried out by** | **Completion Year** |
| --- | --- | --- | --- | --- |
| 1 | Arnama | Siraha | CSDS | 2076 |
| 2 | Gadhi RM | Sunsari | \* | 2074 |
| 3 | Barju RM | Sunsari | \* | 2074 |
| 4 | Barahakhsetra Municipality | Sunsari | \* | 2074 |
| 5 | Kanchanrup Municipality | Saptari | \* | 2075 |
| 6 | Surunga Municipality | Saptari | \* | 2075 |
| 7 | Rupani RM | Saptari | \* | 2075 |
| 8 | Parsagadhi Municipality | Parsa | \* | 2075 |
| 9 | Simraungadh Municipality | Bara | \* | 2075 |

(\*Assignments has been accomplished with the support of CDP/WFP in the leadership of CSDS Board members)