

## District Mineral Foundation

Angul , Odisha , PIN – 759122

### CORRIGENDUM

Notice No. - 400

Dated – 04.06.2018

Ref.: Eol No. – 324 (DMF) dated 15.05.2018

The last date for submission of Eol documents by intended bidders for “ **Set – up and Running of Rescue & Rehabilitation Centre for Mentally Challenged Persons** ” in Angul District on PPP mode has been extended from 06.06.2018 (5.00 P.M.) to **20.06.2018 (Up to 5.00 P.M)**.

Interested organizations are requested to download the Eol documents from the website: [www.angul.nic.in](http://www.angul.nic.in). Documents are to be submitted through Speed Post / Registered Post (India Post) only. Date and time for opening of Bid document will be communicated separately. Other terms and conditions are remain unchanged.



Project Director, DRDA – Cum –  
Chief Executive, DMF, Angul

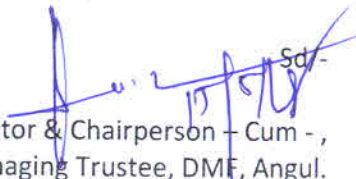
## District Mineral Foundation, Angul

District - Angul , Odisha

EOI Notice No. – 324 (DMF) /15.05.2018

The District Mineral Foundation Trust invites Expression of Interest from reputed Non – Governmental Organization for **“Set – up and running of rescue & rehabilitation centre for mentally challenged persons ”** in Angul District on PPP mode.

Interested organizations are requested to download the Eoi documents from web site: [www.angul.nic.in](http://www.angul.nic.in). Queries pertaining to the EOI document can be communicated to this office in the mail ID - [dmfangul@gmail.com](mailto:dmfangul@gmail.com) by 23<sup>rd</sup> May 2018 (5.00 P.M.).

  
Sd/-  
Collector & Chairperson – Cum - ,  
Managing Trustee, DMF, Angul.

EOI Number: 324 DMF/ 15/05/ .2018

**District Mineral Foundation (DMF), Angul,  
Government of Odisha**

**Expression of Interest**

**For**

**Set – up and Running of Rescue & Rehabilitation Centre for  
Vulnerable / Destitute Mentally Challenged Persons in  
Angul District**

Angul , Odisha , PIN - 759122  
Telephone No. – (06764) - 230745  
E – Mail ID: dmfangul@gmail.com

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## A. SCHEDULE OF INVITATION OF EoI:

Date of Issuance of EOI	14 <sup>th</sup> May 2018
Last date and time of submission of EoI document	6 <sup>th</sup> June 2018 up to 5.00 P.M.
Clarification Meeting at DRDA Conference Hall	25 <sup>th</sup> May 2018 at 10.00. A.M.
EOI document to be submitted to	Project Director – cum – Chief Executive , DMF , DRDA , Angul
Date and time for opening of EoI document (Technical Bid)	7 <sup>th</sup> June 2018 (10.00 A.M.) at DRDA Conference Hall

### NOTE:

1. Please address all queries and correspondence to the Project Director – cum – Chief Executive, DMF Cell, District Rural Development Agency, Angu , Odisha , PIN - 759122. It is requested that, the queries of the bidders if any should be submitted through e-mail only to [dmfangul@gmail.com](mailto:dmfangul@gmail.com) latest by 23<sup>rd</sup> May 2018 (5.00 P.M.).
2. Please quote EoI Ref. Number in all your correspondence.

### B. General Instructions:

1. Interested Organizations / Agencies must submit the proposal document as per the prescribed guidelines of the EoI.
2. **Technical and Financial document:** Applicants shall submit self-certified hard copy of their **Technical Bid** as well as the **Financial Bid** in sealed envelope super-scribed with due date, time, project and nature of document.
3. Only technically qualified bidders will be allowed to participate in financial bid process.
4. Once quoted, the bidder shall not make any subsequent price changes, whether resulting or arising out of any technical/commercial clarifications sought regarding the bid, even if any deviation or exclusion may be specifically stated in the bid. Such price changes shall render the bid liable for rejection.
5. The price/ rates / quotes by the bidder shall be applicable for the entire contract period.
6. No consortium or joint venture is allowed for bidding.
7. No subletting / subcontract are permissible.

### C. Background of the Projects:

District Mineral Foundations are statutory bodies in India established by the State Government by notification. They derive their legal status from section 9B of Mines and Minerals (Development and Regulation) Act, 1957 as amended on 26 March 2015 as Mines and Minerals (Development and Regulation) Amendment Act, 2015. This amendment came into force from 12 January 2015.

The objective of District Mineral Foundation is to work for the interest of the benefit of the persons and areas affected mining related operations in such manner as may be prescribed by the State Government. To address this, various activities / projects have

been taken up under different sector according to priority. Which includes infrastructural development under health, education, connectivity along with other social development activities / projects.

Besides these, District Mineral Foundation Trust wants to emphasise on security and social development of vulnerable and destitute mentally ill / retired persons who are unwittingly separated from families and loved ones, end up as roadside destitute, unclothed, unfed & uncared.

To address such issue, District Mineral Foundation, Angul desirous to Set – up and Running of a Rescue & Rehabilitation Centre for Vulnerable / Destitute Mentally Retired Persons in Angul District.

#### **D. Scope of Work / Expected Deliverables:**

The centre will act as a **rescue cum rehabilitation centre** for mentally challenged & destitute persons. It would devise ways to ensure that any information pertaining to such cases can come directly or indirectly to it. The centre will employ skilled personnel to provide specialized services to these persons, including counselling support.

The interested NGO /Agency have to provide the following services for Set – up and Running of a Rescue & Rehabilitation Centre in the district:

1. Rescue of mentally retired & destitute persons.
2. Providing shelter, healthy food, clothing and medical support.
3. Regular counselling support to the aggrieved and sick inmate.
4. Skill development and other initiatives to help them in order to lead a better life.
5. Effort for making them skilled to have some source of income.
6. Attempt to locate the whereabouts of their families.
7. Initiative to reunion them with their families / relatives.
8. To undertake various recreational activities for early recovery.
9. Regular follow up and support even after reunion with their family members.
10. Initiatives to create awareness on the issue at various levels.

The centre will provide integrated services starting from rescue to reunion in a sequential manner as follows:

Rescue ⇌ Observation ⇌ Treatment ⇌ Counselling ⇌ Life Skill Trainings



Follow up ⇌ Reunion ⇌ Productive Training

Vocational and Occupational training shall play a crucial role in the recovery process for the residents, enabling them to return to their community and lead a meaning, dignified and productive life to make them self-sustenance after recovery.

## E. Infrastructure and Personnel:

(i) **Infrastructure:** The centre should provide such residential facilities that would ensure a respectable and dignified standard of living for inmates. Accordingly, the centre should provide residential space of approximately 80 sqft. per inmate excluding common space and utilities with adequate facilities of bath rooms, toilets, dining hall and a multipurpose hall to be used as common / entertainment room. Initially the centre to be established and continue in a rented / leased house. Minimum of 6000 – 8000 sqrf. space to be taken to establish the centre.

(ii) **Administration and Management:** The indicative provision of staff (minimum requirement) for a 50 inmates rescue and rehabilitation centre would be as under

Proposed Number of Residents	50
Target Group	Mentally Challenged Destitute Person
Coverage Area	Angul District & nearby area
<b>Provision of Human Resources</b>	
<b>Designation</b>	<b>No's of Staffs</b>
Superintendent	1
Pharmacist	1
Part - time Doctor (Psychiatrist)	1
Part - time Doctor (Medicine & General Physician)	1
Staff Nurse	2
Counsellor	2
Vocational Instructor	1
Multipurpose Worker	1
Patient Support Worker	5
Cook	2
Security / Watchman	2
Peon / Office boy	1
Driver	1



(iii) Qualification , Roll and Responsibility of Human Resources:

Sl.No.	Designation	Qualification	Responsibility
1	Superintendent	MSW/MBA	Overall supervision of establishment and running of the institution. Coordination with all stake holders for smooth management of the centre. To look after the daily activities of staff and inmates.
2	Pharmacist	B - Pharm/D -Pharm	Management of medicine supply and distribution. Maintenance of records.
3	Part time Doctor (Psychiatrist)	MBBS(Psychiatrist)	Health check-up of inmates and treatment with regular follow - up.
4	Part time Doctor (Medicine & physician)	MBBS(Medicine)	Health check-up of inmates and treatment with regular follow - up.
5	Staff Nurse	GNM / BSC. Nursing	Provide nursing service to the inmates as per advice of doctor. Maintenance of personal file and record of inmates.
6	Counsellor	MSW / MA in psychology	Counselling to the inmates to lead a dignified life and possible reunion with family.
7	Vocational Instructor		To provide training to inmates as per need for rehabilitation.
8	Multipurpose Worker	10 <sup>th</sup> pass	To provide helping hand to the institution as per day to day need.
9	Patient Support Worker	10 <sup>th</sup> pass	To look after the general care and provide support service to the particular patients assigned to them.
10	Cook	10 <sup>th</sup> pass	To undertake day to day food preparation of the inmates and to provide special disc to the patients as per advice of doctor from time to time.
11	Security / Watchman	8 <sup>th</sup> pass	To look after the security of the centre with attention to the inmates about their movement.
12	Peon / Office boy	8 <sup>th</sup> pass	To provide assistant work to the institution as per need.
13	Driver	10 <sup>th</sup> pass with valid DL	To drive and maintenance of Ambulance.

- The above mentioned personnel must have working experience in relevant field.





**(iv) Standard Cost Classification & Budget:**

Sl.No	Particulars	Nos. of Unit	Unit Cost / Month (Rs.)	Nos. of Month	Total Budget for One Year (Rs.)
<b>A</b>	<b>Food:</b>				
1	Breakfast, Lunch & Dinner	50		12	
<b>B</b>	<b>Healthcare &amp; Clothing :</b>				
1	Medicine & Check-up	50		12	
2	Clothing	50		12	
<b>C</b>	<b>Human Resources :</b>				
1	Centre Superintendent	1		12	
2	Pharmacist	1		12	
3	Part time Doctor (Psychiatrist)	1		12	
4	Part time Doctor (Medicine & General Physician)	1		12	
5	Staff Nurse	2		12	
6	Counsellor	2		12	
7	Vocational Instructor	1		12	
8	Multipurpose Worker	1		12	
9	Patient Support Worker	5		12	
10	Cook	2		12	
11	Security / Watchman	2		12	
12	Peon / Office boy	1		12	
13	Driver	1		12	
<b>D</b>	<b>One Time Setup Cost:</b>				
1	Bed	50			
2	Bed sheet, mattress, pillow	50 set			
3	Saline stand & medicine box	50			
4	Computer	1			
5	Printer	1			
6	Scanner	1			
7	CCTV set (16 channel)	1			
8	TV Set (80 Cm.)	1			

9	Refrigerator (200 ltr.)	1			
10	Water Purifier with cooler	1			
11	Furniture (Office Table, Almirah etc)	LS			
12	Fan, light, inverter	LS			
13	Cooking utensils	LS			
14	Ambulance	1			
<b>E</b>	<b>Vocational Training:</b>	LS			
<b>F</b>	<b>Recreational Activities</b>	LS			
<b>G</b>	<b>Hygiene &amp; Sanitation</b>	LS			
<b>H</b>	<b>Administrative Overhead:</b>				
1	House rent	Monthly		12	
2	Electricity & Telephone	Monthly		12	
3	Stationery & Consumables	Monthly		12	
4	Miscellaneous , if any	Monthly		12	
<b>Total</b>					

# The organization / agency have to raise monthly invoice proportionately considering the numbers of inmate actually present during the month.

## The organization / agency have to maintained proper books and records relating to the grant and expenditure, which is subject to verification as deemed fit by the Competent Authority.

#### **F. Eligibility Criteria:**

The Organization / Agencies to meeting the following eligible criteria to apply for providing said services:

- The NGO /Agency should be registered Society / Trust / Company not for profit under prevailing law and provision.
- The Organization should have been registered with Service Tax Authority (GSTN) .If exempted to be registered, documentary proof must be submitted.
- The NGO / Agency must have minimum 10 years working experience in the field of development sector. Out of which minimum 05years experience in set – up and running of rehabilitation centre for mentally challenged persons or similar activities like old age home / drug de – addiction centre in the state of Odisha.

- Experience of implementing projects of similar nature with Govt. of Odisha in PPP mode is preferable.
- The Organization must have adequate staff with relevant qualification, skill and working experience. List of the dedicated staff shall be submitted with the bid.
- The Organization must have good reputation / credentials and have not been blacklisted by Central Govt. / any State Govt. and PSUs. An affidavit declaring non – black listing of the organization must be submitted with the bid documents.
- The organization must have minimum total turnover of Rs.1.00 crore in each financial year, consecutively during 2014 -15, 2015 -16 and 2016 -17. The Audit Report duly certified by a Chartered Accountant should be submitted with the Bid documents.
- The organization should have financial soundness to continue the project even, in the absence of assistance from any Govt. / Donor Agency.

**G. Procedure of Application:**

Eligible NGO / agency has to submit their technical and financial bid proposals under separate sealed covers to the Project Director, DRDA, Angul. The EMD of Rs. 1,00,000/- only in shape of 2 year TDR / FD duly pledged in favour of Collector – cum – Chairperson, DMF ,Angul along with Bid Cost of Rs.5,000/- (Rupees five thousand ) only shall be submitted and kept in the technical proposal envelopes. Both the envelop, i.e. technical proposal and financial proposal shall be kept in one sealed envelope and super – scribed with “Selection of Agency for SRRC under DMF, Angul”.

Technical proposal should be accompanied with proof of annual turnover, detailed experience in conducting similar assignments and other documents as described in the eligibility criteria above. All pages of the bid documents must be signed by the bidder.

**The proposal must be submitted in the format attached at Annexure-I and Annexure- II to the EOI stating all necessary details as mentioned above.**

The proposal must be accompanied by a letter on the organization’s letter head showing the registered office address of the firm. It should be signed by a competent authority.

The organization must quote the work title and include the **following declarations:**

1. This proposal is valid for acceptance within 180 days and we confirm that this proposal will remain binding upon us and may be accepted by you at any time before this expiry date.

2. The proposal (Technical & Financial) has been arrived at independently and without consultation, communication, agreement or understanding (for the purpose of restricting competition) with any other organization/ agency invited to submit proposal for this contract.
3. We confirm that all personnel named in the proposal will be available to undertake the services.
4. We confirm that there are no personal, financial and business activities that will, or might, give rise to a conflict of interest, if we were awarded this assignment. The EoI issuing authority reserves the right to reject any proposal which, in it's opinion, gives rise, or could potentially give rise to, a conflict of interest.
5. We confirm that the organization:
  - Are not or have not been the subject of any proceedings or other arrangements relating to bankruptcy, insolvency or financial standing.
  - Have not been convicted of any offence concerning professional misconduct.
  - Have not been convicted of corruption including the offence of bribery.
  - We agree to bear all costs incurred by us in connection with the preparation and submission of this proposal and to bear any further pre-contract costs.

I confirm that, I have the authority of [**Name of Firm**] to submit proposal and to clarify any details on its behalf.

#### **H. Earnest Money Deposit (EMD) and Bid Cost:**

- i. An EMD of Rs.1.00 lakh (Rupees one lakh ) only in shape of 2 year TDR / FD duly pledged in favour of Collector – cum – Chairperson, DMF , Angul must be submitted along with the Proposal.
- ii. Proposals not accompanied by EMD shall be rejected as non-responsive.
- iii. No interest shall be payable by the Contracting Authority for the sum deposited as earnest money deposit.
- iv. No bank guarantee will be accepted in lieu of the earnest money deposit.
- v. The EMD of the unsuccessful bidders would be returned back within one month of signing of the contract.

The EMD shall be forfeited by the Contracting Authority in the following events:

- i. If proposal is withdrawn during the validity period or any extension agreed by the consultant thereof.
- ii. If the Proposal is varied or modified in a manner not acceptable to the Contracting Authority after opening of proposal during the validity period or any extension thereof.
- iii. If the consultant tries to influence the evaluation process.

- iv. If the First ranked consultant withdraws his proposal during negotiations (failure to arrive at consensus by both the parties shall not be construed as withdrawal of proposal by the consultant).

The bidders are requested to submit an amount of Rs. 5,000/- towards cost of bid paper in shape of DD drawn on any nationalized bank on favour of District Mineral Foundation ,Angul payable at Angul. GST on EoI document fees is required to be paid by the bidder on reverse charge basis.

**I. Bid Evaluation Committee:**

Evaluation of Bids shall be done by Evaluation Committee formed by the Competent Authority. The Committee shall determine the approach and methodologies for the issues, which may arise during the evaluation / selection process and have not been addressed in this Tender Document. This may include eligibility criteria, price negotiation or any addition / alteration required in the terms and conditions. The decision of the Committee shall be final and binding on all the Bidders.

**J. Selection process and award of Contract:**

The selection process will be done in two stages. Firstly, the document of technical bid will be opened and agencies scoring more than 60 % marks in the technical bid will be qualified for further process of field visit and opening of financial bid.

Before opening of financial bid, an onsite field visit of similar type project implemented by the bidder will be made by a team of evaluators appointed by the competent authority, those who have qualified in the first round of technical bid. The team will evaluate the management competency, human resources and project operational skill, etc. of the bidder and will give its report to Bid Evaluation Committee with its comment and mark secured by the intending bidder basing on the fact found during the field visit. The provision of onsite field is the part of technical bid round and the mark secured will be added to the total mark obtained during technical bid round.

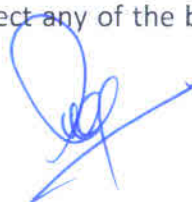
After opening of the financial bid, bidders shall be shortlisted on the basis of the scores obtained on both technical bid as well as financial bid and shall be ranked. The authority reserves the right to empanel more than one agency for the said work and award the work to one or more number of agencies at the lowest bid cost.

**K. Evaluation of the Proposal:**

Technical Bids will be opened and evaluated first on the basis of **Quality and Cost Based Selection (QCBS)**. Bids shall be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal = 70%; P = the weight given to the Financial Proposal = 30%; T + P = 100%) using the formula:

$$S = St \times T\% + Sf \times P\%$$

Authority is not bound in any manner to select any of the bidders submitting bids or to select the bidder offering the lower price.



The bidder achieving highest combined technical and financial score (S) will get the highest rank, followed by others. Bidder obtaining highest number of points shall be invited for contract negotiations, with a view to clarify any outstanding points, to finalize technical and financial arrangements and, in case of successful negotiations, to sign a Contract Agreement. Bidders submitting the bids should clearly understand that any or all parts of their bids are liable to be part of the negotiation procedure.

#### K.1 - TECHNICAL EVALUATION:

The technical evaluation of the bid shall be carried out on the following parameters.

Sl. No.	Parameters for Evaluation
1	The NGO / Agency must have minimum 10 years working experience in the field of development sector. 1. 10 Yrs. To 12 Yrs. – 10 Marks 2. 12 Yrs. To 15 Yrs. – 15 Marks 3. 15 Yrs. And Above – 20 Marks
2	Minimum 05 years' experience in set – up and running of rehabilitation centres for mentally challenged / old age home / drug de – addiction centre in the state of Odisha. 1. 5 Yrs. To 7 Yrs. – 10 Marks 2. 7 Yrs. To 10 Yrs. – 15 Marks 3. 10 Yrs. And Above – 20 Marks
3	Experience of implementing projects of similar nature with Govt. in PPP mode is preferable. 1. ≤ 02 Projects – 05 Marks 2. > 02 Projects – 10 Marks
4	The organization must have minimum total turnover of Rs.1.00 crore in each financial year, consecutively during 2014 -15, 2015 -16 and 2016 -17. 1. 1.00 cr. to 3.00 cr. – 10 Marks 2. 3.00 cr. to 5.00 cr. – 12 Marks 3. 5.00 cr. to 10.00 cr. – 15 Marks 4. 10.00 cr. and above – 20 Marks
5	Any award and recognition for execution of projects of similar nature -10 Marks
6	Onsite Field Visit of similar project implemented by the bidder by Team of Evaluators as appointed by the Competent Authority – 20 Marks



Only those bidders who have fulfilled the eligibility criteria shall be evaluated. The cut-off marks for short-listing based on the Technical Evaluation is 60% of total marks. Evaluation Committee shall have the right to verify the claims made by the Bidder, in whichever way it deems fit. Based on the Bid Evaluation, only technically qualified Bidders scoring more than cut-off marks shall be short-listed for opening of financial bid. If it is not possible to open the financial bid on the same day, the date of opening of financial bid will be communicated to eligible bidder through correspondence.

#### **K.2- FINANCIAL EVALUATION:**

Financial bid of only the short-listed Bidders shall be opened. The lowest evaluated financial bid (Fm) will be given the maximum financial score (Sf) of 100 (one hundred) points. The financial scores (Sf) of the other Financial Proposals will be computed as per the formula –  $Sf = 100 \times Fm/F$ , in which Sf is the financial score, Fm is the lowest financial quote and F is the financial quote under consideration.

#### **L. Competent Authority:**

The District Collector – cum – Managing Trustee, DMF shall be the competent authority for this project. The powers of the Competent Authority will be as under:

1. Amend EOI documents during the proposal evaluation process. Any amendments will be conveyed to the short-listed organization / Agency;
2. Modify scope of work at the time of the award of the contract. Such modifications will be discussed and agreed with the preferred organization/ Agency.
3. At discretion during evaluation of bids, request an organization/ Agency for clarification on its proposal. This request will be in writing and the organization/ Agency should respond in writing. No change in price or substance of the bid shall be sought, offered or permitted at this stage.
4. The competent authority exercises the right to accept or reject any proposal without assigning any reason thereof.

#### **M. Payment Mechanism:**

The total cost of the project is to be finalized on the basis of the amount quoted in the financial bid by the successful bidder and subsequent price negotiation, if any. However, the payment schedule shall be finalized at the time of signing contract form for the assignment.

#### **N. OTHER TERMS AND CONDITIONS:**

##### **1. AUTHORITY'S RIGHT TO VARY SCOPE AT TIME OF AWARD:**

If any change in Scope of the Contract causes an increase or decrease in the cost of, or the time required for, the Bidder performance of any part of the work under the Contract, an

equitable adjustment shall be made in the Contract Price or schedule of implementation, or both, and the Contract, shall, accordingly be amended. Any claims by the Bidder for adjustment under this Para must be asserted within thirty (30) days from the date of the Bidder receipt of the Authority changed order.

**2. AUTHORITY'S RIGHT TO ACCEPT AND TO REJECT ANY/ ALL BIDS:**

Authority reserves the right to reject any Bid fully / partially and to annul the bidding process and reject all bids at any time prior to award of Contract. Without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision. The decision of authority, i.e., Chairperson of selection committee will be final and binding.

**3. NOTIFICATION OF AWARD & SIGNING OF CONTRACT:**

- Prior to expiry of the bid period validity, the Authority will notify the successful Bidders in writing that, its Bid has been accepted and send a Contract Form to the successful bidder.
- Within 10 days from the receipt of the Contract Form, the successful Bidder shall sign the contract and return it to the Authority. If the successful Bidder/s thus selected fails to sign the contract as stipulated, the Authority reserves the right to offer the contract to the next Bidder.
- Initially the contract is to be signed for 12 months and renewable to a further period , subject to satisfactory performance of the organization undertaken the work.

**4. PENALTY:**

Authority will levy penalty in case the Bidder fails to provide the services specified in the ToR of this EOI document. The amount of penalty shall be commensurate with the nature of the breach/ defect/ deviation/ fault and as decided by Authority. If, the Service Provider repeatedly failing to rectify the faults within the time period as stated by the Authority, the Authority is free to cancel / terminate the Contract by giving one month notice.

Also, the Authority may, at its discretion, get the deviations, faults attended/ rectified by any other agency at the risk and cost of the Service Provider and the same will be recovered from the Service Provider.





## 5. TERMINATION OF THE CONTRACT:

The competent authority may, by a written notice of termination to the Bidder, suspend the Contract if the Bidder fails to perform any of its obligations under this Contract (including the carrying out of the services) provided that such notice of suspension.

1. Shall specify the nature of the failure and
2. Shall request the Bidder to make good such failure within a specified period from the date of receipt of such notice of suspension by the Bidder.

## 6. Performance Bank Guarantee:

The selected organization / agency shall be required to furnish a Performance Bank Guarantee equivalent to 10% of the contract value rounded off to the nearest thousand INR , in the form of an unconditional and irrevocable bank guarantee from a nationalized bank in India in favour of <Project Director – cum – Chief Executive , DMF, Angul> for the entire period of contract with 90 days claim period. The bank guarantee must be submitted after award of contract but before signing of contract. The successful bidder has to renew the bank guarantee on same terms and conditions for the period up to contract including extension period, if any. Performance Bank Guarantee would be returned only after successful completion of tasks assigned to them and only after adjusting/recovering any dues recoverable/payable from/by the organization / agency on any account under the contract. On submission of this performance guarantee and after signing of the contract, demand draft submitted towards EMD would be returned in original.



## Format for submission of Technical Bid Proposal

A. General Details of Organization / Agency:		
Sl. No	Particulars	Remarks / Documents to be attached
1	Name of Organization / Agency	As mentioned in the Regd. Certificate (Attach Copy)
2	Address of Head Office: Telephone No. E – mail Id Name of Authorized Person	
3	Correspondence Address (if different from above)	
4	Year of Establishment	
5	Name of Chief Functionary with Contact No.	
5	Working experience in the field of development sector as mentioned in eligibility criteria of EoI document.	As per format - I (A)
6	Minimum 05 years' experience in set – up and running of rehabilitation centres for mentally challenged / old age home / drug de-addiction centre in the state of Odisha.	(i) As per format - I (B) (ii) A report on existing similar running project.
	Experience of implementing projects of similar nature with Govt. in PPP mode.	As per format - I (C)
6	Annual Turnover of the Firm for the F.Y.: 2014 -15 2015 -16 2016 -17	(i) Attach the P &L and balance Sheet of firm for last three years duly certified by CA. (ii) Annual Report of last three year.
7	Income Tax – PAN / TAN	Attach Copy
8	ITR For F.Y. – 2014 – 15, 2015 – 16 , 2016 -17	Attach Copy
9	GST Registration No.	Attach Copy
10	Organization must have good reputation / credentials and have not been blacklisted by Central Govt. / any State Govt. and PSUs	Attach a copy Affidavit.
11	Any award and recognition for execution of projects of similar nature	Attach copy
12	Details of manpower to be engaged for the assignment as per EoI.	As per format - I (D)
13	Details of EMD & Tender Fees Deposited	Attach demand draft.

**Format - I (A)**

**Work Experience in the field of Development Sector.**

Sl. No.	Name of The Project	Funded By	Type of Funding	Year	Project Cost
1			Govt. / Private		
2					
3					

**Format - I (B)**

**Experience in set – up and running of rehabilitation centres for mentally challenged in the state of Odisha (Attach Documentary Proof):**

Sl. No.	Name of The Project	Funded By	Type of Funding	Year	Project Cost
1			Govt. / Private		
2					
3					

**Format - I (C)**

**Experience of implementing projects of rehabilitation centres for mentally challenged with Govt. of Odisha in PPP mode (Attach Documentary Proof):**

Sl. No.	Name of The Project	Funded By	Type of Funding	Year	Project Cost
			Govt.		

**Format - I (D)**

**Details of Human Resources to be engaged for the projects (Attach CV):**

Sl. No.	Name of The Person	Proposed Designation	Qualification	Total Years of Work Experience	Experience with the Organization



## FINACIAL BID FORMAT

EoI Notice No. –

To

The Project Director,  
DRDA , DMF Cell ,  
District – Angul.

Sir,

I/we hereby bid for providing services for “ Set - up and running of rescue and rehabilitation centre for mentally challenged” under District Mineral Foundation Trust , Angul as per the terms and reference given in this EoI document within the time specified and in accordance with the specification, modalities and instructions as per T &C. The rate is quoted in prescribed format given below:

<b>Financial Bid for the Set - up and running of rescue and rehabilitation centre for mentally challenged persons in the District of Angul.</b>	
<b>Total Cost</b>	<b>Amount (Rs.)</b>
For one year [Details in Annexure - II (A)]	
Total Cost Before Tax	
Applicable Taxes (GST)	
Grand Total (INR)	
Grand Total (Figure)	

The rates indicated are all – inclusive and are valid for the contract period.

Signature of the Bidder with Seal

Standard Cost Classification & Budget:

Sl.No	Particulars	Nos. of Unit	Unit Cost / Month (Rs.)	Nos. of Month	Total Budget for One Year (Rs.)
<b>A</b>	<b>Food:</b>				
1	Breakfast, Lunch & Dinner	50		12	
<b>B</b>	<b>Healthcare &amp; Clothing :</b>				
1	Medicine & Check-up	50		12	
2	Clothing	50		12	
<b>C</b>	<b>Human Resources :</b>				
1	Centre Superintendent	1		12	
2	Pharmacist	1		12	
3	Part time Doctor (Psychiatrist)	1		12	
4	Part time Doctor (Medicine & General Physician)	1		12	
5	Staff Nurse	2		12	
6	Counsellor	2		12	
7	Vocational Instructor	1		12	
8	Multipurpose Worker	1		12	
9	Patient Support Worker	5		12	
10	Cook	2		12	
11	Security / Watchman	2		12	
12	Peon / Office boy	1		12	
13	Driver	1		12	
<b>D</b>	<b>One Time Setup Cost:</b>				
1	Bed	50			
2	Bed sheet, mattress, pillow	50 set			
3	Saline stand & medicine box	50			
4	Computer	1			
5	Printer	1			
6	Scanner	1			
7	CCTV set	1			



8	TV set (80 Cm.)	1			
9	Refrigerator (200 ltr.)	1			
10	Water Purifier	1			
11	Furniture (Office Table, Almirah etc)	LS			
12	Fan, light, inverter	LS			
13	Cooking utensils	LS			
14	Ambulance	1			
<b>E</b>	<b>Vocational Training:</b>	LS			
<b>F</b>	<b>Recreational Activities</b>	LS			
<b>G</b>	<b>Hygiene &amp; Sanitation</b>	LS			
<b>H</b>	<b>Administrative Overhead:</b>				
1	House Rent	Monthly		12	
2	Electricity & Telephone	Monthly		12	
3	Stationery & Consumables	Monthly		12	
4	Miscellaneous, if any	Monthly		12	
<b>Total</b>					

Note: Annexure – II (A) is to be attached with the Financial Bid.

Signature of the Bidder with Seal