



GOVT. OF ASSAM

OFFICE OF THE NATIONAL AYUSH MISSION, ASSAM

BANPHUL NAGAR PATH, BASISTHA ROAD, DISPUR, GUWAHATI - 06

Phone: +91 361 2230334, Email: namassam15@gmail.com

No. NAM/JIV-SCH /2016/137/

Date:

DETAILED NOTICE INVITING “EXPRESSIONS OF INTEREST” (EOI)

FOR

**IMPLEMENTING THE SCHEME -JIVADHARA an AYUSH intervention
for differently abled children**

National AYUSH Mission (NAM), Assam, invites Expression of Interest (EOI) from reputed NGOs/Firms/Institutions based at Kamrup-Metro and Kamrup Rural districts for implementing the scheme - Jivadharma - an AYUSH intervention for differently abled children. Interested agencies may visit the office of the National AYUSH Mission, Banphul Nagar Path, Basistha Road, Ghy-6 and collect the details of the EOI during office hours from 15th September to 22nd September, 2017.

Important dates:

Pre bid Meeting: 11:30 PM on 19th September, 2017

Last Date and Time of receipt of EOI : 3:00 PM on 22nd September, 2017

Date and Time of opening of EOI : 3:30 PM on 22nd September, 2017

Place of opening Tender. : Office of the National
AYUSH Mission, House No-1,
Banphul Nagar Path,

Basistha Road, Dispur, Guwahati

- 06

Address for Communication:
Mission,
Nagar Path,

Office of the National AYUSH
House No-1, Banphul
Basistha Road, Dispur, Guwahati
- 06

A brief of the requirements have been described in the following sections.

1. ELIGIBILITY CONDITIONS:

A. The Bidders should fulfil the following eligibility conditions for participating in the Expression of Interest (EOI). The Bidders should enclose documentary evidence for fulfilling the eligibility conditions:

S I	Broad Criteria	Basic Requirement	Specific Requirement	Documentary Proof to be submitted
1	Registered in India	Mandatory Registration	Bidder should be registered in India and Should have a local office in Assam.	Documentary Proof
2	Black listing /No conviction	Mandatory certifications	Bidders should not have been blacklisted by any of the State or Central Government organization. Should not have been found guilty of any criminal offence by any Court of law	Duly signed Affidavit from the bidder
3	Conflict of Interest	Mandatory Certifications from bidder	Bidder should not have a conflict of interest in the assignment as specified in the bidding document to promote Yoga in the State of Assam and scope of works mentioned in the Eoi. Comply with the code of integrity as specified in the bidding document Clause 6.	Duly signed Undertaking from the bidder on letter head.

4	Financial Worth	Turn over	The cumulative turnover of the agency in the area of promotional activities of Yoga along with the revenue generation through for year 2013-14, 2014-15 and 2015-16 respectively should be at least Rs. 15.00 lakhs or more	Attach Balance Sheets & documents certified by Chartered Accountant in prescribed format.
5	Tax details	Tax registration/ clearance	The bidder should have registered: a) All bidders should be registered under GST timely. b) PAN	Copies of the same
6	Experience	Work Experience	The agency must engage Yoga teacher/instructor with qualification Bachelor degree in Yoga / Diploma in Yoga therapy from recognised /reputed institution and should have experience to impart Yoga training to differently abled children.	Supporting documents.
7	Management	Management Network	The agency must have team of professionals to organize Yoga training/ AYUSH consultancy services, speech therapy, music therapy etc.	Organogram of the company to be submitted.
8	Manpower	Staffing pattern	Organizational setup with staffing pattern in the organization. The organization should have the capability to impart Yoga training to the target group. They must engage the requisite qualified and experienced Yoga Instructor (Male & Female) and Assistant Cum Cleaner in the Yoga Centre.	Supporting Documents

B. CREDENTIALS

Only organizations having the following credentials are requested to respond:

- a Organization having registration under Societies Registration Act of 1860 with up-to-date validity/ Trust/Charitable organization/ Society or charitable companies registered under Section 25 in the Companies Act, 1956 or Companies Act, 2013. (Agencies should provide copies of certificate along with by-laws of the organization).
- b Organization attending at least 60 differently abled and emotionally retarded children at present.
- c Organizations must engage minimum two Yoga teacher having minimum qualification preferably Bachelor degree in Yoga / Diploma in Yoga therapy from recognised /reputed institution and should have experience to impart Yoga training to differently abled children. (Attested copies of certificate of qualification of the Yoga Instructors/ Teachers under the organization). Organizations with speech therapists will be preferred.
- d Organizations should also have the capacity to provide AYUSH Consultancy services every month in the form of health check -up, counselling, speech therapy, life style modifications, Ayurveda treatment etc.
- e Organizations with presence in Kamrup Metro and Kamrup Rural will be preferred.
- f NGOs/Organization must be registered under NITI Aayog Portal and should submit the copy of system generated Unique ID.

2) SCOPE OF WORK

- a) The organization will have to work with differently abled and emotionally retarded children with a range of problems, associated with them like delays in development, poor memory, slow learning rates, attention problems, difficulty generalizing what they have learned, and lack of motivation.
- b) Pranayams like Anulom-vilom, Bhambri, Udgeeth and Yoga Nidra calm the nerves and mind. They improve mental health and capabilities of such person. Earnest effort should be made to enable these children to lead a happy life.
- c) The Organization will have to provide consultancy services in the form of health check up/ Counselling/ speech therapy/yoga and

lifestyle modification and training and Ayurvedic treatment. They must have the necessary medical expertise in this regard.

3. PROCEDURE, TERMS AND CONDITIONS.

- a)** The EOI is to be submitted on one bids basis i.e. Technical Bid.
- b)** The Bid needs to be submitted in a sealed envelope super scribing “Expression of Interest (EOI) for implementing the scheme - Jivadhara - an AYUSH intervention for differently abled and emotionally retarded children “containing sealed covers, super scribing on top of envelop “Technical Bid”
- c)** Bid responses must be addressed as under and drop/reach in the office of the National AYUSH Mission, Assam, Banphool Nagar Path House No:-01, Basistha Road, Dispur, Ghy-06.
- d)** The Bid document in sealed cover, should reach the National AYUSH Mission, Assam, on the above address, not later than the prescribed last date of submission of bids. Bids submitted after the due date and time would not be considered and summarily rejected. It is the responsibility of the Bidder to ensure that the bids are received in time by the deadline.

- e)** The National AYUSH Mission, Assam reserves the right to solicit additional information from Bidders.
- f)** The National AYUSH Mission reserves the right to accept the whole, or part of or reject any or all bids without assigning any reasons thereof and to select the Bidder(s) which best meet public interest.
- g)** The National AYUSH Mission reserves the right not to accept bid(s) from agency (ies) resorting to unethical practices or on whom investigation/enquiry proceedings have been initiated by Government investigating Agencies/Vigilance Cell.
- h)** All information contained in the EOI document, or provided in subsequent discussions or disclosures, is proprietary and confidential. No information may be shared by the bidder with any other organizations / agencies.

4. PERIOD OF CONTRACT:

The contract will be for one year (12 months) from the date of award of the work subject to the satisfaction based on monthly performance reviews by NAM, Assam Consultants. If performance is satisfactory, NAM, Assam may extend the contract period for further period on the same terms & conditions.

5. AMENDMENT OF EOI DOCUMENT:

At any time before the submission of bids, the NAM, Assam may amend the tender EOI document by issuing an addendum/corrigendum in writing or by announcing it through newspaper or website. The addendum/corrigendum shall be binding on all the agencies. To give the Agencies reasonable time in which to take an amendment into account in their bids, the NATIONAL AYUSH MISSION may, if the amendment is substantial, extend the deadline for the submission of bid.

6. PENALTY CLAUSE

- a.** The Service Level Agreement (SLA) will be signed with successful bidder. Any breach in SLA will lead to penalty and later termination of the contract.
- b.** If at any given point of time it is found that the bidder has made a statement which is factually incorrect or if the bidder doesn't fulfil any of the contractual obligations, the EOI inviting authority may take a decision to cancel the contract with immediate effect. Further, performance security of the agency may also be forfeited.

7. ARBITRATION:

- a.** If any dispute, difference, question or disagreement shall at any time, hereafter arise, between the parties hereto or the respective representatives or assignees in connection with or arising out of the contract the NAM, Assam, would appoint a sole arbitrator, which shall be accepted by the Agency. The decision of the arbitrator would be final and binding on both the parties.
- b.** It is also term of the contract that Service Provider shall not stop the work under this contract and work shall continue as expected to continue whether the arbitration proceedings have commenced or not.
- c.** The Venue of the arbitration shall be at Guwahati. Subject to aforesaid, the provision of the Indian Arbitration Act, 1996 and any statutory modifications or re-enactments thereof and rules made thereunder and for the time being in force shall apply to the arbitration proceedings under this clause.

8. APPLICABLE LAW AND JURISDICTION:

This contract, including all matters connected with this contract, shall be governed by the India laws, both substantive and

procedural, for the time being in force and shall be subject to the exclusive jurisdiction of Gauhati High Court, if required.

9. SIGNING OF BID

The original and all documents of the Bid shall be typed or written in a legible hand writing and shall be signed by the Bidder or a person duly authorized to sign by the Bidder with official seal. The person or persons signing the Bid shall initial all pages of the Bid.

10. Award of contract to the eligible Service Provider:

The Director, AYUSH & Member Secretary, EB, State AYUSH Society, Assam shall award contract to Service Provider on the basis of recommendation of Selection Committee.

Documents to be submitted in the following format

Letter of Transmittal

To,

The Director, AYUSH & Member Secretary, EB, State AYUSH Society,
Assam-cum-
Member Secretary (EB), NAM,
Banphul Nagar Path, (Near HOUSEFED)
Dispur, Guwahati-06.

Dear Sir/Madam,

We, the undersigned, offer to provide the audit services for State AYUSH Society, Assam in accordance with your Expression of Interest dated [.....]. We are hereby submitting our Proposal, which includes the Technical Proposal in a sealed envelope.

We hereby declare that all the information and statements made in the Proposals are true and if any misinterpretation contained in it, may lead to our disqualification.

We agree to bear all costs incurred by us in connection with the preparation and submission of the proposal and to bear any further pre-contract costs.

We understand that State AYUSH Society, Assam is not bound to accept any proposal or to give any reason for award, or for the rejection of any proposal.

I confirm that I have authority of [*Insert Name of the Organisation*] to submit the proposal and to negotiate on its behalf.

Yours
faithfully,

Form Tech-2

Particulars/Details of the organization

Sl. No.	PARTICULARS	Supporting Documents required to be submitted along with this Form
1	Name of the organization	
2	Addresses of the organization	
3	Head Office	Phone No: Fax No: Mobile No. of Head Office In-charge:

4	Date of establishment of the organization	
5	Date since when is H.O. at the existing Station	
6	Mention the date of each branch offices since when existed at the existing place (if any)	
7	Number of differently abled and emotionally retarded children attending the organization	
8	Organization Income Tax PAN	Attach copy of PAN card
9	Organization Societies Registration No.	Attach copy of Registration
10	Organization Service Tax Registration No.	
11	Permanent Account Number (PAN) card	
12	No. of staff in the Organization <ul style="list-style-type: none"> • Yoga Teacher/trainer • Supporting staff 	
13	Certificate of qualification of all Yoga instructors/teachers working under the organization.	
14	Turnover of the Organization in last three years	Attach balance sheet and P&L Account of the last three years (Annexure B)

Form Tech-3

A Details of Qualified Staff (Yoga Teachers/Instructors)

(Please provide a self attested copy of Certificate for each qualified staff)

Sl. No.	Name of Staff	Length of Association with the Firm (in years)	Educational Qualifications	Area of Key Expertise	Relevant Experience
1					

2					

B Details of Supporting Staff

Sl. No.	Name of Staff	Length of Association with the Firm (in years)	Educational Qualifications	Area of Key Expertise	Relevant Experience

ANNUAL TURNOVER STATEMENT OF THE BIDDER

The Annual Turnover of M/s _____ for the past

three years are given below and certified that the statement are true and correct.

Sl No	Year	Turnover in Lakhs
1	2013-14	
2	2014-15	

3	2015-16	
	Total -	Rs. _____ Lakhs

**Seal & Signature of Chartered
Accountant/Auditor**