

**DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
GOVERNMENT OF NCT OF DELHI
2nd FLOOR, ISBT BUILDING, KASHMERE GATE, DELHI-110006
(Women Empowerment Cell)**

Notice inviting Tenders for Running and Managing 02 Shelter Homes for Pregnant and Lactating (Destitute) Women

Sealed tender is invited from NGOs/VOs/CBOs/Trust etc. for running and managing 02 Shelter Homes for Pregnant and Lactating (Destitute) Women at Sarai Rohilla and Jahangirpuri for the Department of Women and Child Development, Government of NCT of Delhi.

S. No.	Subject	Date
1.	Date of Publication in newspaper	11.01.2022
2.	Last Date / Time for submission/receipt of tenders.	27.01.2022/05:30 p.m.
3.	Last Date/Time for submission of Bid Security Declaration in prescribed form.	27.01.2022/05:30 p.m.
4.	Date/Time for opening of pre-qualification cum Technical Bids	31.01.2022
5.	Date/Time for opening of Financial Bids after technical evaluation of Bids.	No financial tender invited as rate of services are fixed or/and may be invited later after technical evaluation.
6.	The estimated cost of the project.	Rs. 80 Lakhs for both the Shelter Homes
7.	Performance security	2.40 Lakhs i.e. 3% of the estimated cost
8.	Validity of the contract	One(01) year which will be extendable to two(02) years on satisfactory performance and mutual agreement.

In case of any holiday on the day of opening, the tenders will be opened on the next working day at the same time but the tender box will be sealed on the same day and time, as scheduled above. The tenders received after the above said scheduled date and time will not be considered. No tender by Fax will be entertained.

The tender box will be placed in the office of R&I Branch of DWCD, HQ. The applicant is required to drop the application in sealed covered in the tender box after duly stamped by R&I Branch i.e. date of receipt of application.

The tender document containing the details of terms and conditions, qualification, criteria, brief objective and scope of work and evaluation criteria etc. is available on the department's website and the same has to be downloaded from the website www.wcddel.in by the interested NGOs/VOs/CBOs/Trust etc.

The applicant is required to fill up the details on the prescribed format available at Annexure-IV of the tender document alongwith other annexure (I to III). The applicant may ensure Certified/authenticated documents to be submitted to prove the claim of experience and other parameters.

Special Secretary cum Director

महिला एवं बाल विकास विभाग
राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार
दूसरी मंजिल, आईएसबीटी बिल्डिंग, कश्मीरी गेट, दिल्ली-110006
(महिला सहायता प्रकोष्ठ)

सार्वजनिक सूचना

गर्भवती और स्तनपान कराने वाली (निराश) महिलाओं के लिए 02 आश्रय गृह संचालन और प्रबंधन हेतु निविदा आमंत्रण

महिला एवं बाल विकास विभाग, राष्ट्रीय राजधानी क्षेत्र दिल्ली सरकार द्वारा सराय रोहिल्ला और जहांगीरपुरी में गर्भवती और स्तनपान कराने वाली (निराश) महिलाओं के लिए 02 आश्रय गृह संचालन और प्रबंधन हेतु गैर सरकारी संगठनों/वीओ/सीबीओ/ट्रस्ट आदि से मुहरबंद निविदाएं/आवेदन आमंत्रित किए जाते हैं।

क्र०सं०	विषय	दिनांक
1	समाचार पत्र में प्रकाशन की तिथि	11.01.2022
2	निविदा जमा करने/प्राप्त करने की अंतिम तिथि/समय।	27.01.2022/05:30 अपराह्न
3	निर्धारित प्रपत्र में बोली सुरक्षा घोषणा प्रस्तुत करने की अंतिम तिथि/समय।	27.01.2022/05:30 अपराह्न
4	पूर्व योग्यता सह तकनीकी बोली खोलने की तिथि/समय	31.01.2022
5	बोली के तकनीकी मूल्यांकन के बाद वित्तीय बोलियां खोलने की तिथि/समय।	सेवाओं की दर के रूप में आमंत्रित कोई वित्तीय निविदा निर्धारित नहीं है या/और तकनीकी मूल्यांकन के बाद बाद में आमंत्रित की जा सकती है।
6	परियोजना की अनुमानित लागत	रु.80 लाख दोनों आश्रय गृहों के लिए
7	निष्पादन सुरक्षा	रु. 2.40 लाख जो कि अनुमानित लागत का 3 प्रतिशत है।
8	अनुबंध की वैधता	1 वर्ष, जिसे संतोषजनक निष्पादन एवं आपसी अनुबंध से 2 वर्ष तक बढ़ाया जा सकता है

निविदा खोलने के दिन किसी भी प्रकार का अवकाश होने की स्थिति में निविदाएं अगले कार्य दिवस को उसी समय खोली जाएंगी, लेकिन निविदा पेटी उसी दिन और समय पर सील कर दी जाएगी, जैसा कि ऊपर निर्धारित किया गया है। उक्त निर्धारित तिथि एवं समय के बाद प्राप्त होने वाली निविदाओं पर विचार नहीं किया जायेगा। फैंक्स द्वारा प्राप्त किसी भी निविदा पर विचार नहीं किया जाएगा।

निविदा पेटी महिला एवं बाल विकास विभाग के मुख्यालय के R&I शाखा के कार्यालय में रखा जाएगा। आवेदक को R&I शाखा द्वारा विधिवत मुहर लगाने के बाद (यानी आवेदन प्राप्त होने की तारीख) निविदा पेटी में सीलबंद कवर में आवेदन को डालना आवश्यक है।

एनजीओ/वीओ/सीबीओ/ट्रस्ट आदि द्वारा निविदा दस्तावेज जिसमें निबंधन एवं शर्तें, योग्यता, मानदंड, संक्षिप्त उद्देश्य, कार्यक्षेत्र और मूल्यांकन मानदंड आदि का विवरण शामिल है, विभाग की वेबसाइट पर उपलब्ध है और इसे वेबसाइट www.wcddel.in से डाउनलोड किया जा सकता है।

आवेदक को निविदा दस्तावेज के अनुलग्नक-IV में उपलब्ध निर्धारित प्रारूप के साथ अन्य अनुलग्नक (I से III) पर विवरण भरना अनिवार्य है। अनुभव और अन्य मापदंडों के दावे को साबित करने के लिए आवेदक प्रमाणित/प्रमाणित दस्तावेजों को प्रस्तुत करना सुनिश्चित करे।

विशेष सचिव सह निदेशक

Terms of Reference for running and managing 02 Shelter Homes for Pregnant and Lactating (Destitute) Women at Sarai Rohilla and Jahangirpuri

1. Objective :-

The Department of Women and Child Development, Govt. of NCT of Delhi has set up two (02) Shelter Homes for Pregnant and Lactating (Destitute) Women at Sarai Rohilla and Jahangirpuri with the capacity of 14 and 10 women respectively through itself or through NGOs / Organizations working in the field of welfare of homeless, destitute, neglected and women in need of care and protection under GIA Scheme.

2. Eligibility Conditions for NGOs etc. :-

- a) The NGOs / VOs / CBOs / Trust etc., should be registered under Society Registration Act 1860 or any other relevant statute being in force at the time.
- b) Organization must be registered on NitiAayog Portal before submitting the application.
- c) 03 years experience of running institutional care set up or any similar programme for women and experience of community based programs, directly or indirectly involved in implementation of Govt. Schemes and programs.
- d) Any innovative program implemented in past.
- e) Deployment of qualified Human Resource for fulfilling the objective of the programme.
- f) Any achievement awards be indicated.

3. Scope of the Project :-

- a. The Agency will have to operate, maintain and manage two (02) Shelter Homes for Pregnant and Lactating (Destitute) Women at Sarai Rohilla and Jahangirpuri with the capacity of 14 and 10 residents respectively. The Agency will not deny admission to any Pregnant and Lactating (Destitute) Women, if the number of residents is increased from 14 or 10, however the Agency will not be provided with additional funds.
- b. The services are essential in nature and cannot be kept close even for a single day or an hour hence, it will be functional for 24X7 at both these shelter homes.
- c. To provide safe and secure shelter for destitute women. "Destitute women" means Pregnant or Lactating (Destitute) women who are destitute not having any shelter and in need of care and protection in the NCT of Delhi in the present context.
- d. To provide pre-natal, natal and post-natal medical services through the qualified professionals.

- e. To provide nutritious and wholesome food (as per nutritional care given in ICDS/recommended by Doctor) to the residents including mother and child and also provide clothing and other materials necessary for subsistence of the mother and child.
- f. The Agency is required to display the menu chart for both pregnant and Lactating mothers and children.
- g. To provide counseling as well as training for parenting their children in a better manner to make them good citizens of future.
- h. To provide life skills, vocational trainings as per the education and aptitude of the resident women i.e. diya making, candle making, knitting, craft work and stitching work.
- i. To maintain safe and secure environment for the residents by providing adequate security and proper management;
- j. To take over the charge and start providing services within seven day of receipt of work order.
- k. The Agency must ensure in addressing the requirement of the needs of the beneficiary to their satisfaction/fulfillment of needs.
- l. At the time of procurement of goods, food items, accessories etc., the quality and quantity must be ensured.

4. Work Order:-

- a. The organization is expected to carry out all the work listed under clause 3 of the tender document.
- b. Work order will be assigned to the qualified and successful agency /bidder who will obtain the highest total combined score in evaluation of quality and experience.
- c. The quality of service provided to the pregnant and lactating women, their rehabilitation/reintegration and mainstreaming them in the society shall be the most important condition of this contract, failing which Director, DWCD, GNCTD reserves absolute rights to cancel the work order without assigning any reasons.
- d. Payment will be made subject to fulfilment of work order conditions.
- e. The successful bidder shall not engage any sub-contractor or transfer the work order to any other person in any manner whatsoever.
- f. The Director, Women and Child Development, Govt. of NCT of Delhi reserves the right to cancel the request for bid and/or invite a fresh with or without amendments recording a reasons in the light of above said office order of CVC. The department reserves the right to amend/add further details.

5. Area of Operation :-

- a. The government will provide building space at community centre Jahangirpuri and Sarai Rohilla for running the shelter home for providing Pregnant and Lactating Women who are destitute and are in need of care, protection and medical services.
- b. Building shall remain the property of the department. The major repair and renovation work will be carried out through PWD and the minor work and day to day upkeep of the building shall lie with the agency.

6. Standard of performance :-

The qualifying agency shall perform the services and carry out its obligations hereunder with all due diligence, efficiency and economy in accordance with generally accepted professional practices and shall observe sound management practices.

7. Engagement of Staff & quality assurance:-

Adequate number of professionally qualified staff may be deployed for managing both the Shelter Homes in three shifts (24x7). The engagement of staff will be as per minimum wages act and other instruction issued by Govt. of NCT of Delhi from time to time.

Each shelter home should be equipped with professional, qualified and experienced staff/personnel for fulfilling the obligation of the project. The details are as under:-

- i. Project Manager/Coordinator – 01 (Both Shelter Homes)
- ii. Part-time Doctor - for Shelter Home individually or jointly
- iii. Nurses - minimum one per shift per Shelter Home
- iv. Aya - minimum one per shift per Shelter Home
- v. Cook - minimum one for morning and one for evening per Shelter Home
- vi. House Keeping Staff – minimum one per shift per Shelter Home
- vii. Chowkidar/Security Guard – minimum one per shift per Shelter Home
- viii. Caretaking Staff – minimum one staff per Shelter Home
- ix. Vehicle with Driver – For transportation of women to hospital/ emergency usage.

8. Role of Government:-

The Government will make the existing community centres building and premises available to the Agency for operationalization of these Shelter Homes.

The aforesaid building and premises shall remain the property of the Government and shall revert to Government on expiry/termination of the contract. All statutory obligations shall be the responsibility of the successful bidder.

The Agency will get grants from the Government after due appropriation made by the Legislative Assembly in this behalf and the same shall be utilized by the Agency for operationalization of these Shelter Homes.

- a. Funds of Grant-in-aid will be released under the General Financial Rules 2017
- b. Any decision creating financial liability on account of recurring/non-recurring expenses for the Govt. of NCT of Delhi, directly, should be subject to prior approval of Finance Deptt., Govt. of NCT of Delhi and Department of Women and Child Development, being the Administrative Department.
- c. The budget estimation of grant needs to be segregated on head of account like “salary” and “general” as per latest Finance guidelines.
- d. Government will release grant-in-aid (GIA) every year in three installments to meet the expenditure out of government funds, as per the procedure prescribed in GFR 2017. The OMs/Circulars issued by Finance Deptt. of Govt. of NCT of Delhi/Central Vigilance Commission are to be duly followed while procuring goods/services by successful bidder.
- e. The Government shall render all co-operations to the Agency in carrying out its obligations and will co-ordinate with other government departments to facilitate the functioning of the shelter homes.
- f. The said services shall be implemented by the agency for which the department will sign an agreement with successful bidder. The period of this agreement will be one year with effect from the date (within 15 days of award of work order) of signing of agreement/contract with Agency which may be extended for further two years on the basis of the satisfactory performance year-wise.
- g. The Government will issue separate guidelines for the smooth functioning of these Shelter Homes through Department of Women and Child Development.

9. Obligations of the successful bidder:-

- a. A report on the activities undertaken and the number of beneficiaries on each month shall be submitted by Agency on monthly basis to Women Empowerment Cell, Headquarters.
- b. The following documents shall be submitted by the successful bidder:-
 - i. Audited statement of accounts for the period for which funds had been received by the successful bidder.
 - ii. A utilization certificate in respect of funds received by the Agency as per GFR 2017.

- iii. Activity wise achievement report for the period during which funds had been received by the Agency.
 - iv. Statement of Expenditure on quarterly basis by the Agency.
- c. The Agency shall maintain a separate account of funds disbursed by the Government and maintain the proper record in the books of accounts along with the vouchers for review as and when required by the Government.

10. Monitoring & Appraisal Committee :-

The Appraisal Committee will be constituted by the Director, DWCD, GNCTD to assess the performance and effectiveness of the services rendered by the Agency (successful bidder).

- a. The Appraisal Committee will monitor and inspect at quarterly interval the operation of obligations of the Agency (successful bidder) and shall make recommendations to the Director, DWCD, GNCTD for bringing improvement in the Agency (successful bidder's) performances.
- b. Apart from above Appraisal Committee, Director, DWCD may designate any independent authority/organization/person(s) of eminence to conduct periodic evaluation visit/social audit of the contracted services rendered by the Agency (successful bidder).
- c. Monthly Progress Report (physical and financial) shall be submitted by the qualified agency by the 7th day of the following month.
- d. Though the contract is for a period of one year, periodical review will be undertaken and if the job is not found satisfactory, the Director, DWCD, GNCTD reserves the right to terminate the contract anytime. The unsatisfactory service shall mean and include non-compliance/ non-fulfilment of any of the contractual

obligations and poor-performance and violation of any terms & condition of agreement and failure of the Agency in part/full replacement/ correction of discrepancies/ short-comings brought to the notice of the Agency (successful bidder), in writing, by the Director DWCD, GNCTD.

11. Criteria of Evaluation of Selection of Agency :-

Sl. No.	Criteria for grading/awarding Score	Marks (Total out of 100)
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1.	03 years experience of running institutional care set up or any similar programme for women and experience of community based programs, directly or indirectly involved in implementation of Govt. Schemes and programs.	35
2.	Resources available in terms of manpower experienced & qualification and other infrastructure.	20
3.	a) Annual Financial Strength (Last 3 years) <ul style="list-style-type: none"> • Upto Rs. 10 Lacs Revenue Resources • Upto Rs 25 Lacs Capital Resources <i>The turnover may be consider as 30% of cost estimated duly certified by CA.</i>	10 10
4.	ISO certificate/ Quality certification. If yes attached documents	05
5.	Any innovative program implemented/initiated in field of women welfare dully authenticated/certified by authority. If yes attached documents	05
6.	Experience of Organizing Camps/awareness program at community level dully authenticated/certified by authority. If yes attached documents	05
7.	Any award/ recognition certificate/ appreciation letter given by any authority. If yes attached documents	05
8.	Any experience in developing IEC material/ other observation/ publications etc. If yes attached documents	05
	Total	100

The agency may ensure Certified/authenticated documents to be submitted to prove the claim of experience and other parameters.

At least 75% marks is required for short listing. The shortlisted organization shall be called for interview/PPT & decision of short listing Committee will be final.

12. Confidentiality :-

- a) The successful bidder will function as per the guidelines provided by this department and shall adhere to all norms & regulations applicable.
- b) While providing the services, the successful bidder shall not indulge in any act that is in contravention of rules, laws like Juvenile Justice (Care & Protection) Act, 2000; Immoral Traffic (Prevention) Action, 1956; and any other statute in vogue.

- c) The successful bidder shall not publish any statistics/research outcomes/other data without prior written permission of Director, DWCD, GNCTD.
- d) The successful bidder shall adhere to all the relevant statutory provisions governing the functioning of the Institutions.
- e) The successful bidder shall ensure that its personnel shall not at any time, without the consent of the Department in writing, divulge or make known any trust, accounts matter or transaction undertaken or handled by the Department and shall not disclose to any information about the affairs of Department. This clause does not apply to the information, which becomes public knowledge.

13. Payment Clause :-

- a) The mode of payment will be reimbursement of expenditure per month on quarterly basis as running cost for each Shelter Home.
- b) Tax & Duties component is included in the quoted cost.
- c) Payment of all taxes shall be the liability of the Agency
- d) No claim for the payment from the Agency shall be entertained after lapse of 01 year of arising of the claim.
- e) There will be no provision of Advance payment.

14. Penalty Clause :-

If agency after submission of the proposal and due acceptance of the same i.e. after award of the work order fails to abide by the terms & conditions and non-fulfilment of clause 3 i.e. scope of project of the bid document and/or execute the delivery as per the prescribed schedule given or at any time repudiates the contract, Director, WCD shall have the right to forfeit the Performance Security deposited by the agency and get the difference between the alternative arrangements and the agencies bid value shall be recovered from him along with penalty upto @ 10% and other incidental charges as applicable. Action shall also be taken to blacklist the agency from taking part in future contracts in Delhi Govt. and proceedings shall be initiated against him / his agency.

15. Force Majeure:-

- a. If at any time during the currency of the contract, either party is subject to force majeure, which can be termed as civil disturbance, riots, strikes, tempest, acts of God etc. which may prevent either party to discharge his obligation, the affected party shall promptly notify the other party about the happening of such an event.

Neither party shall by reason of such event be entitled to terminate the contract in respect of such performance of their obligations.

- b. The performance of any obligations under the contract shall be resumed as soon as practicable after the event has come to an end or ceased to exist.
- c. If the performance of any obligation under the contract is prevented or delayed by reason of the event beyond a period mutually agreed to if any or seven days, whichever is more, either party may at its option terminate the contract.

16. Disputes and Arbitration :-

In case of any dispute in the proposal, including interpretation, if any, on the clauses of the TOR or the agreement to be executed, the matter shall be referred to the Director WCD for appointment of arbitrators.

The venue of the Arbitration shall be at the office of Director, WCD, Government of NCT of Delhi. The decision of the arbitrator shall be final and binding on both parties to the Arbitration.

The Arbitrator may with the mutual consent of the parties, extend the time for making the award. The award to be passed by the arbitration is enforceable in the Court at Delhi only.

17. Other Conditions:-

1. The agency has to submit EMD of Rs. 1,16,000/- i.e. (2% of the estimated cost per annum i.e. approx Rs. 80,00,000/- and performance security as per rules & as and when demanded by the department. The information may be provided in the prescribed format attached herewith as Annexure-II & III.
2. The Director, WCD may terminate the contract if it is found that the Agency is black listed on previous occasions by the any of the Govt. of India/GNCTD/ Institutions/ Local bodies/ Public Sector undertaking etc.
3. Director WCD, may terminate the bid in the event the successful agency fails to furnish the performance security or fails to execute the agreement.
4. Contract document be executed within 21 days of issue of letter of acceptance- GFR 225 (vi). – *Contract document, where necessary, should be executed within 21 days of the issue of letter of acceptance. Non-fulfillment of this condition of executing a contract by the Contractor or Supplier would constitute sufficient ground for annulment of the award and forfeiture of Earnest Money Deposit.*

18. Period of Contract :-

The shortlisted agencies should execute an agreement as may be drawn up to suit the conditions and will be for the period of one year which will be extended to two years on satisfactory performance and mutual agreement .

19. Undertaking from the Agency :-

An undertaking will be taken from the agency and will be executed on Rs. 100/- Non judicial stamp paper attested by Magistrate / Notary Oath Counselor as per the format at Annexure-I.

20. Jurisdiction of the Court :-

Any dispute arising out of non-fulfilment of any of the terms and conditions of the agreement or any other dispute arising out of the arbitration award will be subject to the jurisdiction of the Courts in Delhi only.

**Dr. Rashmi Singh (IAS)
Special Secretary cum Director
(DWCD)**

Annexure-I

UNDERTAKING

(To be executed on Rs. 100/- Non-Judicial Stamp Paper attested by Magistrate / Notary oath counselor)

To

(Designation and Name of the concerned Department) Name of the firm / Agency.....
Name of the tender Due date:.....

Sir,

1. I/We hereby agree to abide by all terms and conditions laid down in tender document.
2. This is to certify that I/We before signing this bid have read and fully understood all the terms and conditions and instructions contained therein and undertake.

3. I/We abide by the said terms and conditions.
4. I/We abide by the provisions of Minimum Wages Act, Contract Labor Act and other statutory provisions like Provident Fund Act, ESI Bonus, Gratuity, Leave, Relieving Charges, Uniform and Allowance thereof and any other charges applicable from time to time. I/We will pay the wages to the personnel deployed as per Minimum Wages Act as amended by the Government from time to time and shall be fully responsible for any violation.
5. I/We undersigned hereby bind myself/ourselves to the Director, WCD, CBPACS to provide the requisite services to Department of Women and Child Development, 2nd Floor, ISBT Building, Kashmere Gate, Delhi 110006 during the period under contract commencing from the date of finalization to date of finalization of next tender.
6. The services shall be of the best quality as per the requirement of the department. The decision of the Director, WCD, 1st Floor, ISBT Building, Kashmere Gate, Delhi 110006 (hereinafter called the said officer) as regard to the performance of the required services shall be final and binding on me.
7. I/We declare that no legal/finance irregularities are pending against the proprietor/partner of the firm and that no criminal proceeding is pending against me/us and that our firm has not been black-listed or abanded any work in the past in/by any of the govt. Organization/Public Sector / reputed Private Organization.
8. I/We undertake to pay GST or any other State/Central tax, as applicable.
9. I/We shall undertake to provide all the benefits viz, EPF, ESI, leave etc., as admissible to his employee engaged by me/us for this work and also undertake regarding the disbursement of salaries of employee not less than minimum wages act or on amended by the Govt. from time to time and should be fully responsible for any violation.
10. I/We undertake to pay any type of statutory/mandatory claims or penalties in the light of the default with reference to the above provisions.
11. I undertake to provide the services within stipulated period and if I fail to provide it during the stipulated period, necessary action can be taken by the Director, WCD, 1st Floor, ISBT Building, Kashmere Gate, Delhi-110006.
12. I/We undertake that I/We will not submit any irrelevant documents with the TENDER and in doing so will not have any objection, if my tender is rejected on that ground.

Signature of the tenders

Affirmation

I/We pledge and solemnly affirm that the information submitted in tender documents is true to the best of my knowledge and belief. I further pledge and solemnly affirm that nothing has been concealed by my and if anything adverse comes to the notice of department during the validity of tender period, the department will have full authority to take appropriate action as may be deemed fit, without assigning any reason.

Place.....

Signature of Bidder

Date.....

(Name of Bidder)

Bid Security Declaration

To

The Director,
 Department of Women & Child Development,
 Government of NCT of Delhi
 Maharana Pratap ISBT Building,
 Kashmere Gate, Delhi-110006

Reference :- (1) Enquiry No. _____ of FACT

(2) Our Bid No. _____ Date.....

I/ We, _____ irrevocably declare as under :

I/We understand that, as per Clause _____ of Tender/bid conditions, bids must be supported by a Bid Security Declaration in lieu of Earnest Money Deposit.

I/We hereby accept that I/We may be disqualified from bidding for any contract with you for a period of **Three years** from the date of disqualification as may be notified by you (without prejudice to FACT's rights to claim damages or any other legal recourse) if,

- 1) I am /We are in a breach of any of the obligations under the bid conditions,
- 2) I/We have withdrawn or unilaterally modified/amended/revised, my/our Bid during the bid validity period specified in the form of Bid or extended period, if any.
- 3) On acceptance of our bid by FACT , I/We failed to deposit the prescribed Security Deposit or fails to execute the agreement or fails to commence the execution of the work in accordance with the terms and conditions and within the specified time.

Signature :

Name & designation of the authorized person signing the Bid –Securing Declaration Form :

Duly authorized to sign the bid for and on behalf of : _____(complete name of Bidder)

Date on _____ day of _____ month, _____ year.

(Note : In case of a Joint Venture, the Bid Security Declaration must be in the name of all partners to the Joint Venture that submits the bid).

FORM OF BANK GUARANTEE FOR PERFORMANCE SECURITY

(Refer Clause 11.1.4 of the NIT)

(To be stamped in accordance with Stamps Act of India)

1. THIS DEED of Guarantee made this day of _____ between _____(Name of the Bank) (hereinafter called the "Bank") of the one part and _____(Name of the Department) (hereinafter called the "Department") of the other part.
2. WHEREAS _____(Name of the Department) has awarded the contract for Attendant services contract for Rs. _____(Rupees in figures and words) (hereinafter called the "contract") to M/s _____(Name of the contractor) (hereinafter called the "contractor").
3. AND WHEREAS THE Contractor is bound by the said Contract to submit to the Employer a Performance Security for a total amount of Rs. _____(Amount in figures and words).
4. Now WE the Undersigned _____(Name of the Bank) being fully authorized to sign and o incur obligations for and on behalf of and in the name of _____(Full name of Bank), hereby declare that the said Bank will guarantee the Department the full amount of Rs. _____(Amount in figures and words) as stated above.
5. After the Contractor has signed the aforementioned contract with the Department, the Bank is engaged to pay the Department, any amount up to and inclusive of the aforementioned full amount upon written order from the Department to indemnify the Department for any liability of damage resulting from any defects or shortcomings of the Contractor or the debts he may have incurred to any parties involved in the Works under the Contract mentioned above, whether these defects or shortcomings or debts are actual or estimated or expected. The Bank will deliver the money required by the Department immediately on demand without delay without reference to the Contractor and without the necessity of a previous notice or of judicial or administrative procedures and without it being necessary to prove to the Bank the liability or damages resulting from any defects or shortcomings or debts of the Contractor. The Bank shall pay to the Department any money so demanded notwithstanding any dispute/disputes raised by the Contractor in any suit or proceedings pending before any Court Tribunal or Arbitrator (s) relating thereto and the liability under this guarantee shall be absolute and unequivocal.
6. THIS GURANTEE is valid for a period of _____months from the date of signing. (The initial period for which this Guarantee will be valid must be for at least six months longer than the anticipated expiry date of the Contract period).

7. At any time during the period in which this Guarantee is still valid, if the Department agrees to grant a time of extension to the contractor or if the contractor fails to complete the works within the time of completion as stated in the contract, or fails to discharge himself of the liability or damages or debts as sated under para-5 above, it is understood that the Bank will extend this Guarantee under the same conditions for the required time on demand by the Department and at the cost of the contractor.
8. The Gurantee hereinbefore contained shall not be affected by any change in the Constitution of the Bank or of the contractor.
9. The neglect or forbearance of the Department in enforcement of payment of any moneys, the payment whereof is intended to be hereby secured or the giving of time by the Department for the payment hereof shall in no way relieve the Bank of their liability under this deed.
10. The expressions "the Department", "the Bank" and "the Contractor" hereinbefore used shall include their respective successors and assigns.

IN WITNESS whereof I/We of the bank have signed and sealed this guarantee on the _____ day of _____(Month) _____(year) being herewith duly authorized.

For and on behalf of
_____ Bank.

Signature of authorized Bank official

Name _____

Designation _____

I.D. No. _____

Stamp/Seal of the Bank.

Signed, sealed and delivered for and on behalf of the Bank by the above named _____ in the presence of :

Witness -1

Signature _____

Name _____

Address _____

Witness-2

Signature _____

Name _____

Address _____

Application Format (For running and Managing Shelter Homes for Pregnant and Lactating (Destitute) Women at Sarai Rohilla and Jahangirpuri)

Interested and Eligible **NGOs/ VOs/CBOs/ Trust etc.** must submit the Applications duly signed by the organization head/nodal office with information in respect of the following points viz:-

S. No.	Particulars	Details
1.	Name of the Organization	
2.	Name of the Persons heading and managing the Organization	
3.	Full official address of the organization including email address and website address. Whether rented /Owned/ leased.	
4.	Acts & Laws under which organization has been covered or registered. (viz. Registration of Society Act, Companies Act etc.)	
5.	UNIQUE ID No. of NITI AAYOG's NGO Darpan Portal ? if yes please provide Unique ID no.	
6.	ISO certificate/ Quality certification. If yes attached documents	
7.	Have you been blacklisted by any Govt. department in past? Yes/ No	
8.	03 years experience of running institutional care set up or any similar programme for women and experience of community based programs, directly or indirectly involved in implementation of Govt. Schemes and programs.	
9.	Resources available in terms of manpower experienced & qualification and other infrastructure.	
10.	Experience of working with Govt.	
11.	Geographical area of working of organization	
12.	Annual Financial Strength (Last 03 years) <ul style="list-style-type: none"> • Upto Rs. 10 Lacs Revenue Resources • Upto Rs 25 Lacs Capital Resources <i>The turnover may be consider as 30% of cost estimated duly certified by CA.</i>	
13.	Any innovative program implemented/initiated in field of women welfare dully authenticated/certified by authority. If yes attached documents	
14.	Experience of Organizing Camps/awareness program at community level dully authenticated/certified by authority. If yes attached documents	
15.	Any award/ recognition certificate/ appreciation letter given by any authority. If yes attached documents	
16.	Any experience in developing IEC material/ other observation/ publications etc. If yes attached documents	
17.	Brief note (approx. 100 words) on your idea for running and managing Shelter Homes for Pregnant and Lactating (Destitute) Women at Sarai Rohilla and Jahangirpuri	

Please Note:- You will be required to give documentary evidence on each of the point above in support of your credentials/experience/certification/turnover and financial statement of account.

Name & Signature of
Authorized office bearer