

**Office of the Chief Engineer-cum-Executive Director
 Programme Management Unit (SWSM)
 Drinking Water & Sanitation Department, Jharkhand
 Doranda Bazar (Water Tower Compound, First floor)
 Doranda, Ranchi - 834002, Jharkhand
 Phone: 0651-2480166**

Email: swsm.jharkhand@gmail.com, Website: dwsd.jharkhand.gov.in

REQUEST FOR PROPOSALS (RFP)

"For Empanelment as Implementation Support Agencies (ISAs) under Jal Jeevan Mission and SBM(G) promoting awareness generation, Capacity Building, hand holding support and Community Mobilization in rural areas of the Jharkhand"

Drinking Water and Sanitation Department (DWSD), Jharkhand invites RFP from the reputed NGOs/ Trusts/ Companies registered under appropriate laws for participation in the one envelope system bidding process to work as Implementation Support Agencies (ISAs) in rural areas of the State to achieve the objectives of the Jal Jeevan Mission and SBM(G). The organizations fulfilling requisite qualifications and experience, as detailed in the RFP are encouraged to submit Technical proposals in response to the RFP. The details can also be viewed on the departmental Website: dwsd.jharkhand.gov.in

The organizations, who is eligible as per the eligibility criteria mentioned in the RFP document can apply enclosing all the relevant documents. Interested organizations shall submit their RFP to the undersigned in a sealed envelope as per clause no. 16 in Instructions to bidders. **Please note that agencies who are already empanelled as ISAs in DWSD, Jharkhand need not apply again.**

(Sanjay Kumar Jha)
 Chief Engineer cum Executive Director

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1. Introduction:

Government of India has recently launched Jal Jeevan Mission (JJM) which aims at providing Functional Household Tap Connection (FHTC) to every rural household by 2024. The programme focuses on service delivery at household level, i.e. water supply on regular basis in adequate quantity and of prescribed quality. This necessitates use of modern technology in planning and implementation of water supply schemes, development of water sources, treatment and supply of water, empowerment of Gram Panchayat/ local community, focus on service delivery, partner with other stakeholders, convergence with other programmes, methodical monitoring of the programme and to capture service delivery data automatically for ensuring the quality of services.

In Jharkhand, as per census 2011, only 3.7% rural population is being served through piped water against the National average of 30.80%. To achieve the objectives of Jal Jeevan Mission in the State and provide functional Household Tap connection to every rural household in the state by 2024, DWSD Jharkhand intends to empanel organizations/Trusts/Agencies/ firms/ NGOs to work as Implementation Support Agencies to build capacities at local level, organize / strengthen Pani Samitis/ Water and Sanitation Committees/ Panchayats and mobilize communities on management and Operation and Maintenance etc issues for sustained benefits to rural communities.

To significantly accelerate the efforts to achieve the universal sanitation, the Prime Minister of India launched the Swachh Bharat Mission on October 2, 2014. The Mission aimed to achieve a Swachh Bharat by October 2, 2019, as a fitting tribute to Mahatma Gandhi on his 150th birth anniversary, by eliminating the practice of open defecation. The Ministry of Jal Shakti has developed a 10 year Rural Sanitation Strategy in September 2019, to achieve and maintain the sustainability of ODF outcomes and Solid and Liquid Waste Management arrangements in rural areas. The 10-year strategy lays down the framework for achieving this long term-vision and is intended to guide and provide the way forward for State governments, Local governments, policymakers, implementers and all relevant stakeholders, including the people of rural India.

2.1 Jal Jeevan Mission (JJM)

Jal Jeevan Mission (JJM) has been launched which aims at providing Functional Household Tap Connection (FHTC) to every rural household by 2024. The programme focuses on service delivery at household level, i.e. water supply on regular basis in adequate quantity and of prescribed quality. This necessitates use of modern technology in planning and implementation of water supply schemes, development of water sources, treatment and supply of water, empowerment of Gram Panchayat/ local community, focus on service delivery, partner with other stakeholders, convergence with other programmes, methodical monitoring of the

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programme and to capture service delivery data automatically for ensuring the quality of services.

Under JJM, Gram Panchayats and local community will play the pivotal role in planning, implementation, management, operation and maintenance of in-village water supply systems including drinking water sources. Decentralized, demand-driven, community-managed implementation of the programme will instill 'sense of ownership' among the local community, create an environment of trust and bring in transparency leading to better implementation and long-term O&M of water supply systems. It will also ensure equity in accessing supply for every household and regular supply, thus willingness to pay for services. The incidents of diversion of water supply for other purposes will also get controlled.

To make water everyone's business, mission will strive to build partnerships and work together with these institutions/ individuals to achieve the goal set under JJM and long term drinking water security. As per Integrated Management Information System (IMIS) maintained by Department of Drinking Water and Sanitation (DDWS), as on 31.3.2022, about 19%, i.e. 11.60 lakh households in Jharkhand have tap water connection. Thus, about 48 lakhs households are without tap water connection and planned to be covered in partnership with States under the mission by 2024.

The current scenario necessitates proper planning, strategizing and implementing water supply systems including development of proper institutional mechanism at all levels. While planning and implementing water supply schemes under Jal Jeevan Mission, it is imperative that proper techno-economic appraisal and socio-economic analysis is carried out, most appropriate option is opted, and necessary approval of the local community/ User Group is taken for in-village water supply infrastructure to ensure that they have a 'sense of ownership' and are ready to undertake steps to manage, operate & maintain the system as well as drinking water sources for long-term sustainability.

Govt of Jharkhand have restructured and subsumed the ongoing National Rural Drinking Water Programme (NRDWP) into Jal Jeevan Mission (JJM) to provide **Functional Household Tap Connection (FHTC) to every rural household** i.e., Har Ghar Nal Se Jal (HGNSJ) by 2024.

Following ongoing schemes, sub-missions under NRDWM have been subsumed into Jal Jeevan Mission:

- Rural Water Supply and Sanitation Project for low income States (Neer Nirmal Pariyojna) (RWSSP-LIS)
- National Water Quality Sub-Mission (NWQSM)
- Swajal
- Water Quality Monitoring and Surveillance (WQM&S)
- Support activities

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The following components are supported under JJM:

1. Development of in-village piped water supply infrastructure to provide functional tap water connection to every rural household
2. Development of reliable drinking water sources and/ or augmentation of existing sources to provide long-term sustainability of water supply system
3. Wherever necessary, bulk water transfer, treatment plants and distribution network to cater to every rural household
4. Technological interventions for removal of contaminants where water quality is an issue
5. Retrofitting of completed and ongoing schemes to provide FHTCs at minimum service level of 55 lpcd
6. Grey water management
7. Support activities, i.e. IEC, HRD, training, development of utilities, water quality laboratories, water quality testing & surveillance, R&D, knowledge centre, capacity building of communities, etc. and
8. Any other unforeseen challenges/ issues emerging due to natural disasters/ calamities which affect the goal of FHTC to every household by 2024, as per guidelines of Ministry

To achieve the objective of JJM, following strategy to be adopted:

- I. Re-verification and firming of baseline data of household tap connections by States/ UTs and reporting the same on Integrated Management Information System (IMIS) of the Department/ National Mission;
- II. FHTC may be planned to be provided in every household with three delivery points (taps), viz. kitchen, washing & bathing area and toilet, to keep water clean and prevent misuse. Out of the three, only one tap per household will be funded;
- III. The rural water supply infrastructure created over the years is to be dovetailed, retrofitted and renovated to provide FHTCs. Priority will be accorded to retrofit on-going piped water supply schemes and subsequently to completed piped water supply schemes providing water through stand post;
- IV. In villages with sufficient groundwater availability of prescribed quality within the village boundary, the same local water source will be used;
- V. In villages with functional hand pumps, the depth can be deepened if required and can also be used as a source to meet the service delivery level;

- VI. In tribal/ hilly/ forested areas, option of gravity and/ or solar power-based water supply schemes with low O&M expenditure to be explored and preferred. In hills and mountains, springs as a reliable source for drinking water to be explored
- VII. In villages with sufficient groundwater availability but having quality issues, *in-situ* suitable treatment technology may be explored;
- VIII. In villages falling in drought-prone areas, conjunctive use of multiple sources of water can be explored such as ponds, lakes, rivers, groundwater, supply from long distance, rainwater harvesting and/ or artificial recharge
- IX. In villages with water quality issues and non availability of suitable surface water sources in nearby areas, it may be more appropriate to transfer bulk water from long distance. Further, in drought-prone areas, where it is not possible to have water supply through conjunctive use, a similar approach to transfer bulk water from long distance may be adopted;
- X. In water quality-affected habitations, especially with Arsenic and Fluoride contaminants, potable water has to be ensured on priority.
- XI. Even though JJM envisages providing FHTCs to every household, in areas having harsh climatic conditions, viz. high altitude cold deserts, areas facing extreme terrain challenges, sparsely populated hot deserts, etc., it might not be feasible to provide FHTC to every rural household. In such areas, local innovations/ technological solutions are to be explored to provide up to 8 – 10 lpcd potable water for drinking and cooking purposes; and other arrangements for rest of the other domestic uses;
- XII. For source recharging, viz. dedicated bore well recharge structures, rain water recharge, rejuvenation of existing water bodies, etc. need to be adopted using watershed/ spring shed principles, in convergence with other schemes such as MGNREGS, IWMP, Finance Commission grants, State schemes, MPLAD, MLALAD, CSR, etc.;
- XIII. In order to enhance recharge of aquifers, especially in arid and semi-arid areas, State Government need to strengthen/ extend existing canal networks and/ or build canals so as to transfer surplus flood waters from dams/ reservoirs to ponds/ lakes and other water bodies and also recharge groundwater during monsoon season. For such activities, funds from other sources to be dovetailed;

The following are underlying principles to be considered

- I. Active participation of women at all levels of institutional arrangements with special emphasis at village level is to be ensured. This is key to success of JJM.

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- II. State Government to issue a suitable notification under Panchayati Raj (PR) Act, if not already done, to empower Gram Panchayat and/ or its sub-committee, i.e. VWSC/ Paani Samiti/ User Group, etc. to plan, implement, manage, operate and maintain in-village water supply system inter alia which includes powers,
 - III. Responsibilities, internal processes, composition of VWSC., power to decide, levy, collect water service charges, etc.;

For more details, may refer to **OPERATIONAL GUIDELINES FOR THE IMPLEMENTATION OF JAL JEEVAN MISSION (Har Ghar Jal)** issued by DDWS, Gol.

2.2 Action plans at village, District and State level

If a census coded revenue village achieves provision of 100% FHTC to all its households located in all of its wards/ habitations/ Mohallas/ Tola, etc. then it would be declared as 100% FHTC village. If a district achieves provision of 100% FHTC to all households in all its census coded revenue villages, then it would be declared as 100% FHTC district.

2.3 Village Action Plan (VAP)

A Village Action Plan (VAP) will be prepared by Gram Panchayat or its sub-committee, i.e. VWSC/ User Group, etc. with support from ISA, DWSD, DWSM based on baseline survey, resource mapping and felt needs of the village community. It will include the following:

- i.) History of water supply/ availability in the village, details of any drought/ scarcity/ cyclone/ flood or any other natural calamity pattern; history of any emergency arrangements like water supply through tankers, trains, etc.; history of part works related to water supply, source strengthening, general trend of water availability, major water-borne diseases;
- ii.) Existing status of village water supply including source, water quality issues, if any, and O&M arrangement;
- iii.) Current availability of water in water source (yield measured) and its long-term sustainability;
- iv.) Need assessment of water required in village and the available resources. Based on this, decision to be made for construction of Single Village Scheme (SVS) or part of Multi Village Scheme (MVS);
- v.) Number of existing FHTCs and number of FHTCs yet to be provided in all habitations;
- vi.) Willingness including affordability of people to contribute towards partial capital cost in cash/ kind and/ or labour and regular contribution towards O&M;

vii.) Capacity building of members of Gram Panchayat and/ or its sub-committee, i.e. VWSC/ Paani Samiti/ User Group, etc., barefoot technicians, awareness generation among community on judicious use of water and change in living standards;

viii.) Location of proposed water source, washing/ bathing places, cattle trough, finalization of technology option, implementation schedule, long-term O&M plan, etc.;

ix.) Ensuring availability of land in favour of Gram Panchayat and/ or its sub-committee, i.e. VWSC/ User Group, etc. for construction of in-village water supply infrastructure;

x.) Overall roles and responsibility of Gram Panchayat and/ or its sub-committee, i.e. VWSC/ User Group, etc. and its members and linkage with DWSM, SWSM, ISA, agency, DWSD; plan for providing water to public institutions, viz. school, anganwadi centre, health centre, GP building, etc. in the village;

xii.) Identify barefoot technician for minimal repair works, O&M, etc.;

xiii.) Identify dedicated persons in village to conduct water quality tests through Field Test Kits and train for the same;

xiv.) Grey water management measures;

xv.) Schedule for sanitary inspection;

xvi.) Water safety and security plan.

Gram Panchayat and/ or its sub-committee, i.e., VWSC/ User Group, etc. to ensure participation of village community including all its habitations, ISA, DWSM, DWSD, etc. in *Gram Sabha*

The VAP will be approved in the *Gram Sabha*, when 80% of the village community present in the meeting agrees to the prepared plan. VAP will then be submitted to DWSM for further action. Technical approval will be accorded by the DWSD officials at district level.

Village Action Plan (VAP) will be the main document of the village for all water supply and related work, and on its approval by *Gram Sabha*, all funds from different sources will be dovetailed to implement various components of VAP from different sources of funds including JJM. No work outside VAP will be taken up in the village just because separate source of funding is ownership & trust, awareness on judicious use of water and the convenience of having such a functioning system;

With the provision of FHTCs, additional grey water will be generated at household level which will need treatment before it can be utilized for agriculture and non-potable uses. In many areas, the treated grey water can be a reasonable source of revenue for the Gram Panchayat and/ or its sub-committee, i.e. VWSC/ Paani Samiti/ User Group, etc. in which can be utilized towards meeting part of O&M expenditure.

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In this background, Implementation Support Agencies (ISAs), need to be identified and empanelled to handhold the community and facilitate the participatory approval and implementation, management, O&M, etc. of in-village infrastructure by the Gram Panchayat and/ or its sub-committee, i.e. VWSC/ User Group, etc.

3. Swachh Bharat Mission Grameen (SBM-G)

Swachh Bharat Mission was launched on 2nd October 2014 by the Hon'ble Prime Minister, Shri Narendra Modi, with an aim to achieve a clean India by 2nd October 2019. Said to be the world's largest behaviour change programme, the Swachh Bharat Mission (Grameen) [SBMG] achieved the seemingly impossible task by generating a people's movement at the grassroots. As a result, the rural sanitation coverage increased from 39 per cent in 2014 to 100 per cent in 2019 with over 10.28 crore toilets built across 36 States/UTs. As of 2nd October 2019, all districts across India had declared themselves ODF.

The Government of India, in February 2020, approved Phase- II of the SBMG with a total outlay of Rs. 1,40,881 crores to focus on the sustainability of ODF status and Solid and Liquid Waste Management (SLWM).

3.1 SWACHH BHARAT MISSION (GRAMEEN) PHASE II (2020-21 – 2024-25)

SBMG Phase-II will be implemented from 2020-21 to 2024-25 in mission mode. This will be a novel model of convergence between different verticals of financing and various schemes of Central and State Governments to saturate the sanitation facilities for achieving the ODF Plus villages. Apart from budgetary allocations from DDWS and the corresponding State share, remaining funds will be dovetailed from 15th Finance Commission grants to Rural Local Bodies, MGNREGS and revenue generation models, etc., particularly for SLWM.

3.2 Objective

The key objective of SBMG Phase II is to sustain the ODF status of villages and to improve the levels of cleanliness in rural areas through Solid and Liquid Waste Management activities, making villages ODF Plus.

An ODF Plus village is defined as a village which sustains its Open Defecation Free (ODF) status, ensures solid and liquid waste management and is visually clean. This includes:

1. ODF-Sustainability
2. Solid Waste Management
3. Liquid Waste Management
4. Visual cleanliness

3.3 ROLE OF COMMUNITY BASED ORGANISATIONS / NON-GOVERNMENTAL ORGANISATIONS / SELF HELP GROUPS / SUPPORT ORGANISATIONS

ISAs and other organisations can play a catalytic role in the implementation of SBMG Phase II. Such organisations can provide the outreach and ground-level connect which can be tapped in the programme to achieve positive results. They can be actively involved in the IEC activities including in triggering leading to demand generation, in capacity building, assistance in construction and ensuring sustained use of sanitation facilities, and hygiene promotion.

4. Implementation of JJM and SBM(G) in Jharkhand and Role of ISAs:

With the above backdrop, Drinking Water and Sanitation Department, PMU Jharkhand will be implementing rural water supply schemes and sustain the ODF status of villages to improve the levels of cleanliness in rural areas through Solid and Liquid Waste Management activities, making villages ODF Plus in the rural areas of the State to achieve the objectives of Jal Jeevan mission and Swachh Bharat Mission (Grameen) Phase II. To support the software activities, PMU (SWSM) will engage Implementation Support Agencies.

Implementation Support Agencies (ISAs) will provide support in all such types of scenarios including hand holding support with emphasis on Operation and Maintenance. ISAs will facilitate on the various components listed under JJM and SBM(G) guidelines with the active participation of communities and will ensure participation of women at all stages.

The payment to the ISAs will be based on their output-based performance on a quarterly basis and the payments will be made from the support activities fund. Capacity building of ISAs and its staff engaged in project would be done periodically by DWSD.

5. Implementation Support Agencies: Eligibility Criteria, Experience and Expectations from the Implementing Support Agencies

To support the Jal Jeevan Mission and Swachh Bharat Mission (Grameen) Phase II, Implementation Support Agencies will be required for Environment building, Capacity development, Information, Education and Communication activities, Social Behaviour Change Communication, Community mobilization etc.

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5.1 Eligibility: The agency fulfilling the following requirements is only eligible to apply. In absence of the following verifiable documents, the agency shall not be considered eligible:

SI No.	Essential Qualifications	Required Documents (Proof / Declaration)
1	Online Registration in JJM Portal. Online registration can be done by the following link: https://ejalshakti.gov.in/JJM/jjm/public/frn_SelfRegistration.aspx	Proof of Online Registration should be submitted.
2	Agency applying must be registered organization under Registration of Societies Act 1860, or a Public Trust registered under Indian Trust Act 1882 or a Companies Act or any State Act for Society / Trust.	Copy, of Registration Certificate should be enclosed.
3	The organization should be a not-for-profit organization or use its profits, if any, or other income in promoting charitable objectives and should have office base in Jharkhand.	A declaration on Notary Affidavit should be enclosed.
4	Organization must have PAN and GST Registration.	Copy of relevant document / certificates to be enclosed.
5	<p>The organization should have minimum 5 years experience working under Central / State / International agency in any of the below mentioned fields.</p> <ul style="list-style-type: none"> I. Drinking Water , Sanitation & Hygiene and Community Management II. Water Quality III. Rain Water Harvesting / Recharge /Water Resource Management of any flagship program IV. Capacity Building and Awareness Generation related to Water / Sanitation 	Experience Certificate issued by Competent Authority or related documents such as work orders, letters from the office of State / Central Governments issued not below the rank of Executive Engineer, UN agencies or National CSRs confirming the assignment. is to be submitted.
6	Last 03 Years duly audited and properly maintained accounts and Income Tax Return and published annual report, reflecting	Copy of duly audited accounts and Income Tax

	minimum cumulative annual turnover of Rs 30 Lakhs in last 03 years i.e. 2018-19 , 2019-20 and 2020-21	Return for previous three financial years i.e. 2018-19, 2019-20 and 2020-21 should be enclosed. A certificate issued by chartered account certifying the annual turnover for the last three years is mandatory.
7	Organization should not have been blacklisted by any authority or involved in fraudulent activities.	A declaration on Notary Affidavit should be enclosed.

5.2 Expectations from ISAs: Key tasks

The ISA's empanelled are expected to perform following tasks. The list is suggestive and for reference only. Tasks can be amended, or new tasks can also be added by PMU, SWSM. Concerned district/ DWSD divisions will intimate tasks and number of villages while issuing work order.

The objectives of empaneling ISAs are as follows-

- To facilitate constitution of sub-committee of Gram Panchayat, i.e., VWSC and arrange to build capacities of its functionaries;
- To provide handhold support to Gram Panchayat and VWSC, etc. in all the functions mandated in JJM guideline and SBM(G) guidelines inter alia includes opening banks accounts, mobilization of community contribution, O&M arrangement, organizing Gram Sabha, organizing meetings of sub-committee, facilitating resolution in Gram Sabha and acceptance of village scheme, facilitating sanitation and grey water management activities, etc.;
- To conduct need assessment of FHTCs and motivate village communities to have FHTCs;
- Facilitate in preparation of District Swachhta Plan;
- Facilitate in construction of IHHLs, SLWM activities, CSCs, IEC and Capa
- city Building;
- Act as coordination platform between DWSM and VWSC;
- By using Participatory Rural Appraisal (PRA) tools for community mobilization and carry out need assessment;

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- To assist the community in water campaigns initiated by Government of India/ state Government;
 - To build awareness on various aspects of water such as rain water harvesting, artificial recharge, water quality, water-borne disease, water saving, water handling, drinking water source augmentation/ sustainability aspects, etc.;
 - To document and upload success stories from villages;
 - To ensure wall-paintings are done at the proper places in villages;
 - To carry out Social Behaviour Change Communication (SBCC) activities.

5.3 Scope of work

ISAs are to be empaneled upto March 2024. Initial work order will be given for one year period, which may be extended based on the performance, availability of fund and requirement, the duration may increase.

Important Information: Based on the technical scores (QCBS) merit/ panel list of selected agencies will be prepared. Agencies who are submitting the bidding application as per eligibility criteria mentioned in para 5.1- are required to apply in **single bid only**. Merit list will be prepared after evaluation of all the bids. As per the merit list agency empanelment list will be prepared and accordingly district will be allocated. In case an agency is not willing to work in the assigned / allotted district then the next agency from the agency empanelment list will be offered the assignment of ISA. **Selected agencies will have to enter into agreement with Executive Engineer of the concerned districts.** Executive Engineer of concerned districts/divisions will issue annual work order specifying number of villages (40 – 60 Villages at a time) based on districts work plan.

* Note: In case of tie in marks of 2 or more agencies, preference will be given to the agency having more / higher cumulative turnover during the last three financial years.

The scope of work are as follows:

Pre-planning phase

- Baseline Household, Institutions like AWCs/Schools/PRI Office/Health Facilities survey of FHTC/JJM/SBM-G-II, Water quality quantity and sustainability in on prescribed form
- Support Government nodal person in the Submission/Entry of data as per government guideline
- Community Mobilization for enabling environment for the implementation of JJM and SBM-G-II programme smoothly and help in developing ownership of the schemes and programme as per work order issued by EE/DWSD.
- Need assessment of both JJM and SBM-G II in the working area,
- Make home visit, corner, meetings, campaigns and demonstration etc for creating willingness for tap connection and behavior change related to SBM(G)-II.

Planning and implementation phase

- Capacity building of Gram panchayat and VWSC functionaries
- Preparation of VAP by the support of technical and social persons through participatory approach and using standard template and consideration of plans
- Facilitate the process of Danpatra for land availability
- Facilitate in opening of Bank account of VWSCs/GP Body/User committee as required
- Ensuring equitable distribution of drinking water in communities.
- Ensure water quality testing using Field Test Kits (FTKs), periodic testing at laboratories & disseminate the information on the water quality test result among community and undertake sanitary inspection
- Provide support for convergence of JJM/SBM G-II activities with ongoing schemes to augment funds and enhance water resources in terms of quality, quantity and longevity /sustainability
- Support in Geo-tagging of FHTC and other relevant construction made under SBM-G-II
- Identification of local technological solutions and human resources (plumber/ technicians)
- Provide support for convergence of JJM/SBM G-II activities with ongoing schemes to augment funds and enhance water resources in terms of quality, quantity and longevity /sustainability
- Organizing meetings of sub-committee
- Support in GP resolution for taking up JJM and SBM G-II in village , Collection of secondary data related to household drinking water supply, water conservation and available sources
- Build awareness on various aspects of water such as rainwater harvesting, artificial recharge, water quality, water-borne disease, water saving and judicious use of water, water storage and handling, drinking water source augmentation/ sustainability aspects, and on components of SBM G-II (Construction of Individual Household Latrine, Retrofitting of toilets, Construction of Community Sanitary Complexes (CSCs), Works for solid waste management, GOBAR-dhan (Galvanizing Organic Bio- Agro Resources- dhan), Plastic waste management
- Assist the community in water campaigns initiated by Govt/state government.

O&M Phase

- Facilitate testing and trial runs on scheme completion.
- Facilitate the process for handing over of scheme
- Provide assistance for recording water supply scheme assets details in GP registers
- Determination of community contribution and its deposition in the bank account as per the instruction from DWSD, GoJ and associated Movement order in time bound manner as decided by Department.

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- Support in tariff collection/ gap analysis and support in maintaining accounts at community level for PWWWS scheme.
 - Provide assistance to GP / VWSC for conducting review meeting and undertake social audit
Identification and documentation of best practices regarding various components of JJM implementation.

Depending on the requirement in the district and based on the performance of the engaged ISA, next set of villages will be given to ISA as decided by the DWSD after four to six months. The organization will be open to facilitate inspection by an officer/ third party agency authorized by the Department. In addition, ISAs are bound to adhere the further direction of the DWSD with regard to JJM as the case may be. DWSD also reserves the right to engage more than one ISA in one district, if there is need to enhance the implementation process.

6. Details of districts

The following list of districts is provided for reference, DWSD will not entertain any request to change the districts or interchange the district or interchange with any other ISAs at any stage.

Table: List of districts.

Districts Serial .No.	District	Division	Blocks	Panchayats	Villages
1	Lohardaga	1	7	66	353
2	Giridih	2	13	358	2636
3	Khunti	1	6	86	760
4	Palamu	1	21	283	1793
5	Ranchi	2	18	305	1334
6	Simdega	1	10	94	450
7	Koderma	1	6	109	581
8	Hazaribagh	1	16	257	1204
9	Latehar	1	9	115	758
10	Dhanbad	2	10	256	1157
11	Jamtara	1	6	118	1071
12	Bokaro	2	9	249	708
13	Ramgarh	1	6	126	327
14	Purbi Singhbhum	2	11	231	1686
15	Pakur	1	6	128	1133

16	Paschim Singhbhum	2	18	217	1661
17	Sareikela And Kharsawan	1	9	132	1119
18	Dumka	2	10	206	2635
19	Chatra	1	12	154	1332
20	Godda	1	9	201	1581
21	Gumla	1	12	159	944
22	Sahibganj	1	9	166	1322
23	Garhwa	1	20	189	846
24	Deoghar	2	10	194	2303
	Total	32	263	4399	29694

Schedule for Invitation of RFP

Name of Assignment	Empanelment as Implementation Support Agencies (ISAs) under Jal Jeevan Mission and SBM(G) promoting awareness generation, Capacity Building, hand holding support and Community Mobilization in rural areas of the Jharkhand.
Name of Department & Address	Office of the Chief Engineer-cum-Executive Director Programme Management Unit (SWSM) Drinking Water & Sanitation Department, Jharkhand Doranda Bazar (Water Tower Compound, First floor) Doranda, Ranchi – 834002, Jharkhand Fax/ Phone: 0651-2480166 Email: swsm.jharkhand@gmail.com website- dwsd.jharkhand.gov.in
Date of issue of RFP	
Date & Time of Pre Bid Conference	
Publication of Pre-Bid Clarification in the Department Website	
Last Date & time of submission of RFPs	
Date & time of opening of Technical Bid	
Tentative Date & time of opening of	Not Applicable

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Financial Bid	
Period of Contract	1 year but will be reviewed and based on the performance, availability of fund and requirement the duration may be extended.
Mode of submission of RFPs	Online. Hard copy of Tender Fee as Bank Draft & E.M.D will be submitted in the form of B.G.
RFP Downloading	dwsd.jharkhand.gov.in
Validity of the Bid	The Bid shall be valid for a period of 180 days from the last date of submission of RFP
Consortium/ Joint Venture	Not Allowed
RFP submission address & Contact No.	Office of the Chief Engineer-cum-Executive Director Programme Management Unit (SWSM) Drinking Water & Sanitation Department, Jharkhand Doranda Bazar (Water Tower Compound, First floor) Doranda, Ranchi – 834002, Jharkhand Fax/ Phone: 0651-2480166 Email: swsm.jharkhand@gmail.com website- dwsd.jharkhand.gov.in
Bid Security (EMD)- refundable	EMD is required in the form of: Bank Guarantee (BG) from any scheduled Indian Bank from any of the branches of SBI/ Nationalised / Scheduled Bank situated within the state of India for Rs. 10,000/- in the name of "Executive Engineer, Drinking Water & Sanitation Division, Ranchi West" and as per the attached format. (Format can be downloaded from the website : www.jharkhandtenders.gov.in or dwsd.jharkhand.gov.in) BG will be refundable and should be valid for 1 year from the date of bidding. OR Indian Post Office /Fixed Deposit (FD) / National Savings Certificates duly endorsed by the competent authority of India for Rs. 10,000/- for a period of 1 Year from the date of bidding pledged in the name of "Executive Engineer, Drinking Water & Sanitation Division, Ranchi West" FD will be refundable.

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1. INSTRUCTION TO BIDDERS

General Provisions

Definitions

"Guidelines" means the policies of the DWSD, Government of Jharkhand set forth in this RFP.

"Client" means Drinking Water and Sanitation Department, Jharkhand that signs the Contract for the Services with the selected Agency.

"Agency" means Implementing Support Agency, a legally-established firm or an entity that may provide or provides the services to the Client under the Contract.

"Contract" means a legally binding written agreement signed between the Client and the Agency and includes all the attached documents listed.

"Data Sheet" means detailed instruction to the Agency (ISA) for preparation of the RFP.

"Experts" means, collectively, Key Experts, Non-Key Experts. Or any other personal of the Agency or Consultant

"Government" means the government of the Client's State.

"ITA" means the Instructions to Agency that provides the shortlisted Agencies with all information needed to prepare their Bids.

"Bid" means the Technical Bid of the Agency in response to the RFP.

"RFP" means the Request for Proposal to be prepared by the Client for the selection of Agency.

"Services" means the work to be performed by the Agency pursuant to the Contract.

"TORs" means the Terms of Reference that explain the objectives, scope of work, activities, and tasks to be performed, respective responsibilities of the Client and the Agency, and Expected results and deliverables of the assignment.

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1 Introduction

1.1 The Client named in the Data Sheet intends to select an Agency, in accordance with the method of selection specified in the Data Sheet.

1.2 The Agencies are invited to submit a Technical Bid as specified in the Data Sheet, for services required for the assignment named in the Data Sheet. The Bid will be the basis for negotiating and ultimately signing the Contract with the selected Agency

1.3 The Agency should familiarize itself with the local conditions and may attend a Pre-Bid conference. Attending any such pre-Bid conference is optional and is at the Agency expense.

1.4 The Client will timely provide, at no cost to the Agency, the inputs, relevant project data, and reports required for the preparation of the Agency's Bid as specified in the Data Sheet.

2. Conflict of Interest

2.1 The agency is required to provide professional, objective, and impartial advice, at all times holding the Client's interest paramount, strictly avoiding conflicts with other assignments or its own corporate interests, and acting without any consideration for future work.

2.2 The Agency has an obligation to disclose to the Client any Situation of actual or potential conflict that impacts its capacity to serve the best interest of its Client. Failure to disclose such situations may lead to the disqualification of the Agency or the termination of its Contract.

3. Unfair Advantage

Selection of the Agency would be strictly in accordance to the Terms of Reference (ToR.)

4. Corrupt and Fraudulent Practices

4.1 The Client requires compliance with its policy in regard to corrupt and fraudulent practices as set forth by the Government of Jharkhand

4.2 In further pursuance of this policy, Agency shall permit the Client to inspect all accounts, records, and other documents relating to the submission of the Bid and contract performance (in case of an award), and to have them audited by auditors appointed by the Client.

Preparation Of Bids

5. General Considerations

In preparing the Bid, the Agency is expected to examine the RFP in detail. Material deficiencies in providing the information requested in the RFP may result in rejection of the Bid.

6. Cost of Tender

6.1 The Agency shall bear all costs associated with the preparation and submission of its Bid, and the Client shall not be responsible or liable for those costs. The Client is not bound to accept any Bid, and reserves the right to annul the selection

process at any time prior to Contract award, without thereby incurring any liability to the Agency.

6.2 Cost of Tender Document:

Tender is made available on the website which can be downloaded from dwsd.jharkhand.gov.in by the intending Tenderer. The bidder will deposit Rs 10,000/- in form of Demand Draft (**non-refundable**) in favour of Executive Engineer , Drinking Water & Sanitation Division, Ranchi West and payable at Jharkhand. This will be non-refundable, irrespective of the fact that the bidder is selected or rejected.

7. Language The Bid, as well as all correspondence and documents relating to Bid exchanged between the Agency and the Client shall be written in the English language.

8. Documents The Bid shall comprise the documents and forms, listed in the Data Sheet.
Comprising the Bid

9. Only One Bid The agency shall submit only one Bid. If the Agency submits more than one Bid, all such Bids shall be disqualified and rejected.

10. Bid Validity 180 days from the last date of submission of Bid. During this period, the Agency shall maintain its original Bid without any change, including the proposed rates and the total price.

11. Sub-Contracting The Agency shall not be entitled to subcontract the Services without prior written consent of the Client. Agencies will not apply as a consortium or group of NGOs.

12. Clarification and Amendment of RFP All Clarification in the documents should be sought during the Pre-Bid conference. If any suggestion towards amendment in the RFP Document is deemed necessary by the client then it would be communicated to all the bidders in writing or by an electronic mode.

13. Technical Bid Format and Content The Technical Bid shall not include any financial information. A Technical Bid containing material financial information shall be non responsive and will be rejected.

14. Financial Bid Not Applicable.

Handwritten marks/signatures at the bottom left of the page.

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15. Taxes

The Agency is responsible for meeting all tax liabilities arising out of the Contract. Submission, Opening and Evaluation

16. Submission, Sealing and Marking of Bids.

16.1 The submission of hard copy of Tender Fee in the form of B.D. & E.M.D. in the form of B.G. will be accepted only by **Registered/ Speed Post/ Courier/ By hand** only within stipulated date and time.

Late proposals will not be considered for evaluation unless the dateline is extended by the client.

16.2 An authorized representative of the Agency shall sign the Technical Bid with official seal

16.3 Any modifications, revisions, interlineations, erasures, or overwriting shall not be valid

16.4 The Technical Bid shall be placed inside a sealed envelope superscripted as

"TECHNICAL BID",

"RFP For Empanelment as Implementation Support Agency implementation (ISAs) under Jal Jeevan Mission and SBM(G) promoting awareness generation, Capacity Building in rural areas of the Jharkhand"

and address of the Agency. The Technical Bid should have the information as required in **"Technical Bid Format"** along with the required documents.

16.5 If the envelopes and packages with the Bid are not sealed and marked as required, the Client will assume no responsibility for the misplacement, loss, or premature opening of the Bid.

16.6 The Bid or its modifications must be sent to the address indicated in the **Data Sheet** and received by the Client no later than the deadline indicated in the **Data Sheet**, or any extension to this deadline. Any Bid or its modification received by the Client after the deadline shall be declared late and rejected, and promptly returned unopened.

17. Confidentiality

17.1 From the time the Bids are opened to the time the Contract is awarded, the Agency should not contact the client on any matter related to its Technical Bid. Information relating to the evaluation of Bids and award recommendations shall not be disclosed to the Agencies who submitted the Bids or to any other party not

officially concerned with the process, until the publication of the Contract award information.

17.2 Any attempt by shortlisted Agencies or anyone on behalf of the Agency to influence improperly the Client in the evaluation of the Bids or Contract award decisions may result in the rejection of its Bid.

17.3 Notwithstanding the above provisions, from the time of the Bids' opening to the time of Contract award publication, if the Agency wishes to contact the Client on any matter related to the selection process, it should do so only in writing.

18. Opening of Technical Bids

The Client's evaluation committee shall conduct the opening of the Technical Bids and evaluate the criteria in the presence of the Agencies' authorized representatives who choose to attend. **The Agencies which qualify the Technical evaluation shall be considered for Empanellment and will be paid Rs. 21600.00 per village per year at a uniform rate.**

19. Bids Evaluation

The Agency is not permitted to alter or modify its Bid in any way after the Bid submission deadline. While evaluating the Bids, the Client will conduct the evaluation of the Technical Bid.

20. Evaluation of Technical Bids

The Client shall evaluate the Technical Bids on the basis of their responsiveness to the **format for Technical Bid**. A Bid shall be rejected at this stage if it does not respond to the aspects of the Technical Bid format.

21. Opening of Financial Bids

Not Applicable.

22. Correction of Errors

Not Applicable.

23. Taxes

Not Applicable.

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24. Single Currency For the evaluation purposes, prices shall be considered in single currency INR.

25. Quality and Cost

Based Selection (QCBS) The firm will be selected based on the Technical evaluation of the proposal.

Negotiations and Award

26. Technical Negotiations The negotiations include discussions of the Terms of Reference (TOR), the proposed methodology, the Client's inputs, the special conditions of the Contract, and finalizing the "Description of Services" part of the Contract. These discussions shall not substantially alter the original scope of services under the TOR or the terms of the contract, lest the quality of the final product, its price, or the relevance of the initial evaluation be affected.

27. Financial Negotiations

Not Applicable.

28. Security Money

- i) Successful Bidder has to deposit 5% of Security Money at the time of agreement.
- ii) Performance Security Money will be deducted as 5% from every bill.

2. Data Sheet

General	
1	Place: Ranchi, Jharkhand, India
2	Name of the Client: Drinking Water and Sanitation Department, PMU, Jharkhand Email: swsm.jharkhand@gmail.com Website : dwsd.jharkhand.gov.in Method of selection: <u>Quality and Cost Based Selection</u>
3	Submission of only Technical Bid: <u>Yes</u> The name of the assignment : "For Empanelment as Implementation Support Agencies (ISAs) under Jal Jeevan Mission promoting awareness generation, Capacity Building, hand holding support and Community Mobilization in rural areas of the State"

N/S

4	A Pre-Bid conference will be held : <u>Yes</u> Date of Pre-Bid conference: Time: 11.30 AM Address: Contact person/conference coordinator:
5	The Client will provide the inputs, project data, reports, etc. to facilitate the preparation of the Bids: Yes
Preparation of Bids	
1	Bids shall be submitted in English language
2	The Bid shall comprise the following in one Envelope: Envelope with the a) Tender Fees (Fees. Rs.10000 and b) EMD (Fees. Rs.10000)
3	Bids must remain valid for: 180 days after the Bid submission deadline
4	Clarifications may be requested no later than 7 days prior to the submission . deadline. The contact information for requesting clarifications is : Drinking Water and Sanitation Department, PMU, Doranda, Ranchi, Jharkhand Email: swsm.jharkhand@gmail.com Website : dwsd.jharkhand.gov.in
Submission, Opening and Evaluation	
1	The Agencies shall submit Bids electronically (Online) only. Hard copy of Tender Fee in the form of B.D. & E.M.D. in the form of B.G. is to be submitted.
2	The Agency must submit: Hard copy of Tender Fee in the form of B.D. & E.M.D. in the form of B.G.
3	The Bids must be submitted not later than: Date:..... Time up to 5 pm The Bid submission address is: Drinking Water and Sanitation Department, PMU, Doranda, Ranchi, Jharkhand
4	The opening of Technical Bid shall take place at: Date: Time : 3 PM
Negotiations and Award	
1	Address for Communication: Drinking Water and Sanitation Department, PMU, Doranda, Ranchi, Jharkhand Email: swsm.jharkhand@gmail.com Website : dwsd.jharkhand.gov.in
2	The publication of the contract award information following the completion of the contract negotiations and contract signing will be done as following: The publication will be done within [15 days] after the contract Signing.

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3. Evaluation Criteria

The Eligibility Criteria for qualifying for selection are as set out in the RFP. Criteria for marking in Technical Evaluation of proposals:

S.N.	Technical Parameters	Allotted Marks	Marking Criteria
1	<p>Experience of organization in any of the below mentioned fields:</p> <ul style="list-style-type: none"> I. Drinking Water and Community Management II. Water Quality III. Rain Water Harvesting / Recharge / Water Resource Management of any flagship program / Watershed program IV. Capacity Building and Awareness Generation related to Water / Sanitation V. WASH Sector 	15	<ul style="list-style-type: none"> I. Less than 5 Years = 0 marks II. Greater than or equal to 5 Years & Less than or equal to 6 Years = 5 marks III. Greater than 6 Years & Less than or equal to 7 Years = 6 marks IV. Greater than 7 Years & Less than or equal to 8 Years = 7 marks V. Greater than 8 Years & Less than or equal to 9 Years = 8 marks VI. Greater than 9 Years & Less than or equal to 10 Years = 9 marks VII. Greater than 10 Years & Less than or equal to 11 Years = 10 marks VIII. Greater than 11 Years & Less than or equal to 12 Years = 11 marks IX. Greater than 12 Years & Less than or equal to 13 Years = 12 marks X. Greater than 13 Years & Less than or equal to 14 Years = 13 marks XI. Greater than 14 Years & Less than or equal to 15 Years = 14 marks XII. Greater than 15 Years : 15 marks
2	Experience of Working in Jharkhand in area of Water / Sanitation	10	For every year – 1 marks based on letter from Executive Engineer, UN agencies or National CSRs confirming the assignment
3	Financial Experience	15	<p>Cumulative annual turnover in last 03 years:</p> <ul style="list-style-type: none"> I. Below 30 Lakhs = 0 marks II. Greater than or equal to 30 Lakhs & Less than or equal to 60 Lakh = 5 marks III. Greater than 60 Lakhs & Less

			than or equal to 75 Lakhs = 7 marks IV. Greater than 75 Lakhs and less than 1.50 Cr = 10 Marks V. 1.5 Cr and above = 15 marks
4	Ownership of own office and training centre for 30+ capacity	5	I. Office (Own / Rent / lease) in the name of the Organization in Jharkhand = 3 marks II. Training centre (Own / Rent / lease) for 30+ capacity in the name of the Organization in Jharkhand = 2 marks N.B. : A Self declaration in support of both the above should be enclosed.
5	Organizations proposed team – experience in Water / Sanitation	5	Team leader with experience in Water / Sanitation : I. Less than 10 years = 3 marks II. 10 years and above = 5 marks Composition of proposed team with duly signed CV of the team leader for the assignment to be submitted.
Total		50 Marks	

Proposals will be finally ranked in accordance with their technical score. The Applicant achieving the highest technical score will top the list and vice versa. Please note that minimum 60% marks (i.e. 30 out of 50 marks) in evaluation criteria is required for empanelment as ISAs in DWSD.

4. Duration of the Contract:

The contract period of this assignment will be initially for **12 months** from the date of work award and continuation of services will be subject to extension **as decided by the DWSD, Jharkhand.**

However, the contract may be renewed based on the written application of the Agency and assessment of the performance by the department future need and availability of funds in the Jal Jeevan Mission programme in the state.

- The DWSD reserves the right to engage more than two ISA in a district to meet the emerging requirements of the program. In such an eventuality, the additional resources

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shall be deployed by the Agency at a rate applicable for similar resources and will be negotiated.

- DWSD reserves the right to terminate any contract in case of non-performance, any field issue which is not in right spirit such as misuse of funds, any malpractice, false reporting etc by giving 15 days' notice to the concerned ISAs.

1. Milestones for payment to Implementing support Agencies

The least quoted rate i.e. Rs. 21600 / village per year will be applicable to all ISAs. This rate will be applicable to all districts/ PHED divisions.

Payment to ISAs will be done in proportionate of work carried out (for number of revenue villages). ISA will submit the claim for below activities and timeline for number of villages, where these activities are completed.

Sr. No	Activities/Tasks	% Payment to be made	Milestone(s)	Documents to be submitted	Timeline
1	Inception Report Team formation and Placement Base line Survey of JJM and SBM-G Formation of VWSC & opening of separate bank account . Capacity building of VWSC members. Awareness activities Any other works as per instruction of Gol/state government	15%	Complete Inception Report survey of the allotted Villages VWSC formation/reformation Separate bank account for O&M Capacity Building of VWSC IEC/SBCC activities as per Action plan	Inception Report with Action Plan, Survey Report for all villages VWSC List Capacity Building Report IEC/SBCC report upload of report in prescribed format in JJM & SBM(G)-IMIS	Within 60 days from the date of issue of work order.
2	<ul style="list-style-type: none"> • Need Assessment • Village Action Plan preparation • Facilitate for land availability • Identification of local 	15%	<ul style="list-style-type: none"> • Need Assessment • Village Action Plans • Achievement of criteria of 1 star , 3 star and 5 star as per task. • IEC/SBCC Activities 	<ul style="list-style-type: none"> • Need Assessment Report • Village Action Plans and letter from the 	Within 120 days from the date of issue of work order.

	<p>technology solution and human resources</p> <ul style="list-style-type: none"> • Support in O&M Mechanism • Facilitate in star ranking 20% 1 Star, 10% 3 star and 5% 5 Star certification • Awareness program of JJM/SBM-G • Any other works as per instruction of Gol /state government 		<ul style="list-style-type: none"> • Ensure functionality of schemes. 	<p>Panchayat endorsing approval in Gram Sabha</p> <ul style="list-style-type: none"> • Upload of certification documents related to 1 Star / 3 Star and 5 Star With resolution of Gram sabha • Submission of O&M activity report 	
3	<ul style="list-style-type: none"> • Facilitate in star ranking 60% 1 Star, 45% 3 star and 30% 5 Star certification • Convergence with 15thFC/MNREGA/MP & MLA Development Fund/CSR • Water Quality Testing • Community Mobilization • Any other works as per instruction of Gol/state government 	15%	<ul style="list-style-type: none"> • Achievement of criteria of 1 star , 3 star and 5 star as per task. • JJM/SBM-G Unit should be set up with convergence in the village • Water Quality Testing of all sources • IEC and SBCC activities Reflection of all prescribed format and report in JJM & SBM(G) -IMIS 	<ul style="list-style-type: none"> • Upload of certification documents related to 1 Star / 3 Star and 5 Star With resolution of Gram sabha • List of units made in the village • Water testing report as per government norms • Report containing IEC and SBCC activities 	Within 180 days from the date of issue of work order.
4	<ul style="list-style-type: none"> • Facilitate in star ranking 90% 1 Star, 70% 3 star and 60% 5 Star certification • Awareness program of JJM/SBM-(G) • Support in hand over of Schemes • Any other works as per instruction of Gol/state government 	15%	<ul style="list-style-type: none"> • Achievement of criteria of 1 star , 3 star and 5 star as per task • Activities to be completed • Reflection of all prescribed format and report in JJM & SBM(G) - IMIS 	<ul style="list-style-type: none"> • Upload of certification documents related to 1 Star / 3 Star and 5 Star With resolution of Gram sabha • Report on number of villages where SVS implemented 	Within 270 days from the date of issue of work order

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				<ul style="list-style-type: none"> • Report on water conservation efforts 	
5	<ul style="list-style-type: none"> • Facilitate in declaration of 100% under 1, 3 and 5 Star of the total villages and certification • Facilitate handing over of schemes to the VWSC • Support in tariff collection / gap analysis and in record and account keeping at the community level • Facilitate 100% geo tagging of facilities of JJM/SBM-G-II • Facilitate the celebrations of Har Ghar Jal village, Har Ghar Jal Panchayat, Har Ghar Jal Zila according to the saturation level achieved • Support in awareness program of JJM/SBM-G • Any other works as per instruction of Govt/state government 	40%	<ul style="list-style-type: none"> • Achievement of criteria of 1 star, 3 star and 5 star as per task • FHTC completed as per plan of that SVS or MVS • Ensure collection of user fee • 100% Geo Tagging • All village /Panchayat celebration of Har Ghar Jal • Completion and reflections of activities as per IEC plan. 	<ul style="list-style-type: none"> • Upload of certification documents related to 1 Star / 3 Star and 5 Star with resolution of Gram sabha • Submission of related documents of hand over process • Reflection of 100% Geo tagged data in website • Uploading of Har ghar Jal celebration reports and photographs • IEC/SBCC Report 	Within 365 days from the date of issue of work order.

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Note:

- All the works which was agreed in the first phase of Empanelment of ISAs has been included in the current RFP.
- The selected NGOs / Agencies will implement the cumulative work of JJM and SBM(G) only in the number of villages allotted by the department.
- GST will be reimbursed as per rule applicable.
- Budget for IEC activities will be provided separately and no payment will be done for duplicate activities
- All the above activities will be monitored vide mobile jhar jal app and selected agencies will have to enter the related data in mobile jhar jal app and hence agencies will have to engage skilled persons for the said activities.

2. Legal Jurisdiction

All legal disputes are subject to the jurisdiction of Jharkhand only.

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Annexure – A Cover declaration letter (to be printed in ISA's letter head)

[Location, Date]

To

**The Chief Engineer cum Executive Director
Programme Management Unit (SWSM)
Drinking Water & Sanitation Department, Jharkhand
Doranda Bazar (Water Tower Compound, First floor)
Doranda, Ranchi – 834002, Jharkhand**

"For Empanelment as Implementation Support Agencies (ISAs) under Jal Jeevan Mission promoting awareness generation, Capacity Building, hand holding support and Community Mobilization in rural areas of the State"

Dear Sir/ Madam,

With reference to your RFP Document dated.....

....., We, having examined all relevant documents and understood their contents, hereby submit our Technical Proposal for your consideration. The Proposal is unconditional and unqualified.

If negotiations are held during the period of validity of the Proposal, we undertake to negotiate in accordance with RFP. Our Proposal is binding upon us, subject only to the modifications resulting from technical discussions in accordance with the RFP.

We understand you are not bound to accept any Proposal you receive. Further:

1. We acknowledge that the Client will be relying on the information provided in the Proposal and the documents accompanying the Proposal for selection of the Agency, and we certify that all information provided in the Proposal and in the supporting documents by us are true and correct, nothing has been omitted which renders such information misleading; and all documents accompanying such Proposal are true copies of their respective originals.
2. We shall make available to Client any additional information it may deem necessary or require for supplementing of authenticating the Proposal.
3. We acknowledge the right of Authority to reject our Proposal without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.

4. We certify that, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial Authority or a judicial pronouncement or arbitration award against the Applicant, nor been expelled from any project or contract by any public Authority nor have had any contract terminated by any public Authority for breach on our part.
5. We Declare that:
 - a. We have examined and have no reservations to the RFP, including any Addendum issued by the Client;
 - b. We do not have any conflict of interest in accordance with the terms of the RFP;
 - c. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with Client or any other public sector enterprise or any government, Central or State; and
 - d. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
6. We understand that you may cancel the selection process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Agency, without incurring any liability to the Client.
7. We certify that we or any of our affiliates have not been convicted by a court of law or indicted or adverse orders passed by a regulatory Authority which would cast a doubt on our ability to undertake the Assignment for the Project or which relates to a grave offence that outrages the moral sense of the community.
8. We further certify that in regards to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a court of law for any offence committed by us or by any of our affiliates. We further certify that we have not been barred by the central government, any State government, a statutory body or any public sector undertaking, as the case may be, from participating in any project or bid, and that any such bar, if any, does not subsist as on the date of this RFP.
9. We further certify that no investigation by a regulatory Authority is pending either against us or against our affiliates
10. We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Client in connection with the selection of Agency or in connection with the selection process itself in respect of the above mentioned Project.
11. We agree and understand that the proposal is subject to the provisions of the RFP document. In no case, shall we have any claim or right of whatsoever nature if the Assignment is not awarded to us or our proposal is not opened or rejected.
12. In the event of our being selected as the Agency, we agree to enter into a Contract In accordance with the contract prescribed in the RFP. We agree not to seek any changes in the aforesaid form and agree to abide by the same.
13. We have studied the RFP and all other documents carefully. We understand that except to the extent as expressly set forth in the Contract, we shall have no claim, right or title arising out of any documents or information provided to us by Client or in respect of any

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matter arising out of or concerning or relating to the selection process including the award of Assignment.

14. This Technical Proposal shall be binding on us.

15. We agree and undertake to abide by all the terms and conditions of RFP document.

16. We acknowledge that the Client in the capacity of the Authority invites proposals from prospective Bidders to participate in bidding.

We remain,

Yours sincerely,

Authorized Signature [In full and initials];

Name and Title of Signatory:

Name of Agency; Address:

Email id:

Mobile No:

Annexure -B

Format for Technical Bid

Sl.	Particulars	Details			Annexure No.
1	If registered under Registration of Societies Act 1860, or a Public Trust registered under Indian Trust Act 1882 or a Companies Act or any State Act for Society / Trust. (Copy of Registration Certificate should be enclosed).	Yes/No [Copy of self-Attested Registration certificate to be attached .Also attach Profile of the Agency]			
2	a. Annual turnover in each of the last three Financial Years (In Rs)	2018-19	2019-20	2020-21	
	b. Copies of Audited Reports and Balance Sheet for last three Financial Years to be attached. c. A certificate issued by chartered account certifying the annual turnover for the last three years to be attached.	Yes/No			
3	Organization should have minimum 5 years experience working under Central / State / International agency in any of the below mentioned fields. I. Drinking Water & Sanitation and Community Management II. Water Quality III. Rain Water Harvesting / Recharge /Water Resource Management of any flagship program IV. Capacity Building and Awareness Generation related to Water / Sanitation	Experience Certificate issued by Competent Authority or related documents such as work orders, letters from the office of State / Central Governments issued not below the rank of Executive Engineer, UN agencies or National CSRs confirming the assignment, is to be submitted.			

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4	Organization should not have been blacklisted by any authority or involved in fraudulent activities.	A declaration on Notary Affidavit should be enclosed. Yes/No	
5	If Online Registration in JJM Portal is Attached	Proof of Online Registration should be submitted (Yes/No)	
6	Organization should be a not-for-profit organization or use its profits, if any, or other income in promoting charitable objectives and office base in Jharkhand.	A declaration on Notary Affidavit should be enclosed. (Yes/No)	
7	Organization must have PAN and GST Registration.	Copy of relevant certificates to be enclosed. (Yes/No)	

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

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