

Request for Proposal (RFP)

For

Selection of Research Partner for to study population status of PVTG groups in Maharashtra state

Tender Notification No.: TRTI/Research/PVTG/६४

Dated:- 05-01-2022

Issued By

**The Commissioner
Tribal Research and Training Institute,
Pune**

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E-TENDER No. TRTI/Research/PVTG

Date: 05-01-2022

Invitation of Request for Proposal (RFP) for Selection of Research Partner to study population status of PVTG groups in Maharashtra state.

Inviting Request for Proposal (in two Bid system - Technical Bid & Commercial Bid) are invited for Selection of to study population status of PVTG groups in Maharashtra state. Interested research agencies and those having adequate resources can submit their Technical Bid & Commercial Bid Online on website <https://mahatenders.gov.in>

Name of the Service	Estimated cost (in Rs)	Tender Fee (in Rs)	Earnest Money Deposit (EMD) (in Rs)
Selection of Research Partner To study population status of PVTG groups in Maharashtra state	Rs. 25,00,000/-	Rs. 3,000/-	Rs. 50,000/-

- The research partner shall be selected based on the selection criteria decided by TRTI as mentioned in the Bid Document.
- Joint Venture Consortium is not permitted.
- The Bid Documents are available on website <https://mahatenders.gov.in>
- The interested Bidders will have to register and enroll on website <https://mahatenders.gov.in>.
- The interested Bidders will have to submit all the required documents through online.
- The Tender Fee of Rs. 3,000/-** is required to be deposited Online through Net Banking / NEFT.
- The EMD of Rs. 50,000/-** is required to be deposited Online through Net Banking / NEFT.
- The detailed Bid Document can be download from the website <https://mahatenders.gov.in>
- Interested Institutes / Bidders shall submit their Bid on or before 17-01-2022 17:00 Hrs.
- The advertisement is also available on office website <https://trti.maharashtra.gov.in> for information only.
- Right to reject any or all the Bids is reserved by the Commissioner, TRTI, Pune

Notice:

This document is the property of TRTI, Pune. It may not be copied, distributed or recorded on any medium, electronic or otherwise, without TRTI's written permission, even by the authorized personnel / agency for any purpose other than the purpose specified herein and it is strictly prohibited as it shall amount to copyright violation and thus shall be punishable under the Indian Law.


(Dr. Rajendra Bharud I.A.S.)
Commissioner, TRTI, Pune

Section-1: Invitation for Request for Proposal (RFP)

Tribal Research and Training Institute, Pune, hereinafter referred to as TRTI, Pune invites Request for Proposal (RFP), in-two Bid systems (Technical Bid & Commercial Bid) from research agencies for Selection of to study population status of PVTG groups in Maharashtra state.

Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

The complete Bid Document is available on the website <https://mahatenders.gov.in> for the purpose of downloading. The downloaded Bid Document shall be considered valid for participation in the electronic Bidding process (e-Tendering) subject to the submission of required tender/ Bid Document fee and EMD.

To participate in Bidding process, Bidders must procure a Digital Signature Certificate (Class - III) as per Information Technology Act-2000 using which they can digitally sign and encrypt their electronic Bids.

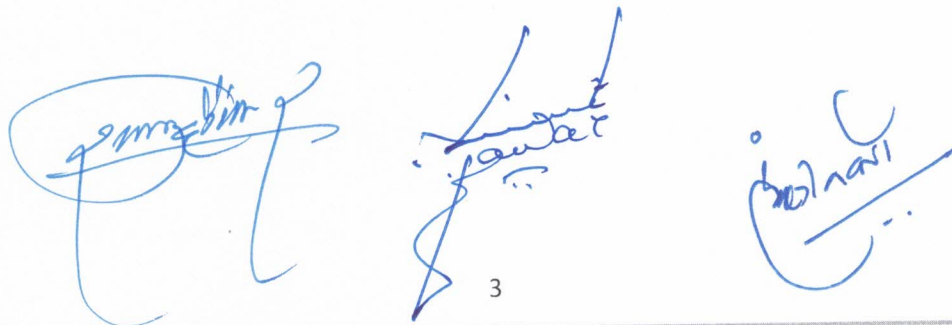
Section-2: Key Events & Dates

1. Key Events and Dates

Sr. No.	Stage	Start Date & Time	End Date & Time	Envelopes
1	Published Date	07-01-2022 11:00 AM	17-01-2022 17:00 PM	-
2.	Pre- Bid Meeting	12-01-2022 15:00 PM	-	-
3.	Technical Bid Opening	18-01-2022 11:00 AM	-	Technical Envelop T1
4.	Commercial Bid Opening	To be intimated later		Commercial Envelop C1

2. Other Important Information Related to Bid

Sr. No.	Item	Description
1	Earnest Money Deposit (EMD) (To be paid Online)	Rs. 50,000/- (Rs. Fifty Thousand Only)
2	Tender Fee (To be paid Online)	Rs. 3,000/- (Rs. Three Thousand Only)
3	Bid Validity Period	One-hundred-and-twenty (120) days from the Date of submission of Bid.
4	Last date of signing contract	As intimated in work order of TRTI



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Section- 3: Instructions to Bidders

1. BACKGROUND OF TRTI AND INTRODUCTION TO THE PROJECT

The Scheduled Tribe population of the country as per the 2011 Census, is 104 million spread over 705 communities, constituting 8.6% of India's total population. There are certain groups among Scheduled Tribes who have declining or stagnant population, low level of literacy, pre-agricultural level of technology and are economically backward. These groups are among the most vulnerable sections of our society as they are few in numbers, have not attained significant level of social and economic development and generally inhabit remote localities having poor connectivity. 75 such groups in 18 States and one UT have been identified and categorized as Particularly Vulnerable Tribal Groups (PVTGs).

In Maharashtra, 3 such groups namely Madia Gond, Katkari/Kathodi and Kolam are identified as PVTGs. Census enumeration, 2011 provides population figures for Kolam tribe as it's a group in itself. Whereas disaggregated Census data for Madia Gond and Katkari is not available as they are sub-groups.

Some commonly agreed characteristics of primitive people may be (1) homogenous, (2) absence of a written language, (3) a relatively simple technology presence, (4) social institutions which are cast in a simple mould, (5) small population, (6) relative isolation, and (7) societies characterized by a slower rate of change.

In addition to various schemes for the ST population, Government of India in the Ministry of Tribal Affairs allocates funds under a separate Scheme "Conservation cum Development (CCD)" which provides 100% financial assistance to states for the proportion of PVTG population residing in that State. National Advisory Council in their 2013 report on PVTGs, identifies the issue of population decline in PVTGs. Hence, it is required to study the present situation of the trend of population growth and lifespan of PVTG communities in comparison to other category groups and also with the overall general population.

1. Objectives

- a. To verify whether population and lifespan decline is a phenomenon in each of the 3 PVTGs in select sample habitations. (in absolute numbers and rate of growth of population)
- b. To identify factors influencing the current and possible future status of pattern in population growth for each of the 3 PVTGs.
- c. To identify other risks faced in addition to population and lifespan decline due to the above identified factors.
- d. To identify the effective preventive and curative systems and policies required to comprehensively sustain absolute population levels and their rate of growth.

2. METHODOLOGY

The PVTG are distinguished from other tribal communities for their pre-agricultural economy, low levels of literacy, isolated habitations and other characteristics. They reside in some parts of 71 talukas of 13 districts. **(Annexure V and VI)**

The methodology should be habitation/ village centric and not household centric. The main target group for primary survey will be local administration, gram panchayat members, ASHA worker, anganwadi sevika etc of the habitation/village.

- a) Undertake both Primary and secondary research.
- b) With help of secondary research, identify parameters and factors to be identified/ verified through primary data collection.
- c) Primary research will be via sample survey which allows to collect data on a small number of randomly chosen households from the chosen habitations/village and draw conclusions for those habitations/village.
- d) In addition to survey questionnaires, focused group discussion (FDGs), Participatory Rural Appraisal (PRA), Participatory Wellbeing Ranking and other methods to be used for interview/discuss with local administration, Gram Panchayat members, gram sevak, ASHA workers, Anganwadi sevika and non-PVTG residents of PSU.
- e) The primary survey should cover 8-10% of the total PVTG habitations/villages across all districts. The sample should represent PVTGs in proportion to their population and cover all districts.
- f) Census 1991, 2001 and 2011; election cards issued in the habitation/ village, datasets available with local authorities or any other verified data source to be used as a reference point for this study.

2.1 ALTERNATIVE SAMPLE SELECTION

All survey villages and towns are referred to as the primary sampling units (PSUs). Notably, largescale surveys such as NFHS exclude those towns and villages that have less than 300 households. Such a practice is usually adopted, to ensure smooth conduct of the survey at a location is consistent with other largescale surveys.

The National Family Health Survey (NFHS) or the National Sample Survey (NSS) which are two prominent large-scale surveys in the country; survey 22 households in a PSUs that is inclusive of four social-groups – ST, SC, OBC and Others. Considering the objective of this study and possible dispersion of PVTG households in various habitations, it is suggested to include villages with varied

number of total households, even those with less than 300 households.

To ensure that the survey is representative of the PVTG population in the state, stratified random sampling should be used. Sample should be chosen across 15% or 4 talukas whichever is higher, where each PVTG population is known to reside. Chosen sample towns and villages should be a combination of towns or villages having PVTG household size of 0-10 households, 11-25 households and more than 25 households. (0 household for those towns and villages where PVTG population has either declined to zero or have been abandoned by them.) This is to ensure representation of Primary Survey Units with a range of PVTG population density.

Timeline per investigator	No. of Households	For 6 investigators
1 day	6	36
4 days a week*	24	144
1 month	96	576
2.5 months	240	1440

* 5th day of week for FDGs, interview etc.

Estimated time for filling questionnaire per hh = 30-40mins (including time for translation with help of locals where needed). For 6 hh = 3-4hrs. Rest part of the day- liaising with gram panchayat members, other locals, travel between households.

Total sample size is proposed to be 1440 households across 3 PVTG groups. Total sample size to be divided for each of the 3 PVTG group in proportion to their population.

2.2 TIMELINE

Activity	Timeline in Months					
	1	2	3	4	5	6
Team orientation, Secondary research and literature review						
Planning, identifying and mapping PSUs, survey questionnaire design						
Conduction of qualitative and quantitative primary field survey						
Data compiling & Analysis						
Report writing						

3. SCOPE OF THE STUDY

a. Research proposal:

The bidder will have to submit a research proposal highlighting the research project objectives. The components of the research proposal are as under:

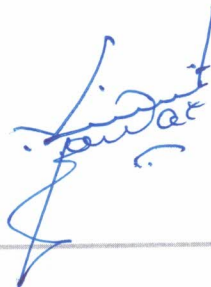
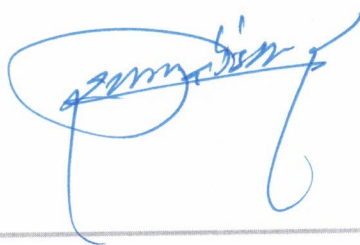
- a. Submission of abstract (300 words)
- b. Introduction (300 words)
- c. Background & literature review (500 words)
- d. Research questions (200 words)
- e. Aims & Objectives (200 words)
- f. Research Methodology (400 words)
 - i. Collection of primary data (type of sampling, reason of using the sampling technique, sample size, etc.)
 - ii. Analysis of primary data (methodologies & tools to be used must be specified)
 - iii. Access to secondary data (source of data, how to access that data must be specified)
 - iv. Analysis of secondary data (methodologies & tools to be used must be specified)
- g. Expected outcomes (200 words)
- h. Requirements & resources (200 words) - financial, non-financial; hardware and software components.
- i. Research plan and timeline (Gantt chart)
- j. References
- k. Budget
- l. Details of research team (name, qualification & experience in research)

Note:

- i. The bidder must propose for primary research along with secondary research only.
- ii. The details researcher allowance, travel cost, data collection and analysis should be appended with the research proposal itself.
- iii. The ownership of the raw data so collected and analyses carried out will lie with the Commissioner, TRTI, Pune.

b. Submission of interim research paper for peer review:

The bidder will submit the interim research paper for peer review. The details of which and status of its approval are to be submitted to the Commissioner, TRTI, Pune.



c. Submission of final research report and publication of research papers in peer reviewed or indexed journal:

The bidder will analyze the data collected from the research project and ensure that a final research paper is submitted to the Commissioner, TRTI, Pune. The ownership of the data will lie with the Commissioner office, TRTI. The research paper can be submitted for publication in a peer reviewed or indexed journal **only after clearance from Commissioner, TRTI, Pune**. The details of which and status of its approval are to be submitted to the Commissioner, TRTI, Pune.

4. RESEARCH OUTCOME AND REPORT

- a. Desired outcome from this exercise is to understand how many habitations/ pockets/ villages face or will face: decline in population growth, no decline in population growth, and increase in population growth. Analysis inclusive of considering absolute population growth and rate of growth of population.
- b. How will the decadal growth look like for the 3 PVTGs in the coming decade?
- c. In either of the 3 cases, what are the factors responsible for it?
- d. The data collected from primary survey to be verified by local Integrated Tribal Development Project (ITDP) office before proceeding to analyze it and submission.
- e. The final project report should contain: a district wise analysis, community wise analysis for the 3 PVTGs and a combined summary analysis for the state.
- f. The selected bidder must submit in hard bound copies (10 copies) and soft copies of: cleaned raw data from the primary survey with all details, final project report both in English and Marathi language.

5. Bid Process

The Bidder has to submit a Bid on line in **two envelope systems**, one containing **Technical Bid** and other containing **Commercial Bid** for “**Selection of To study population status of PVTG groups in Maharashtra state**”.

The Bidder can submit Bid for conducting research, provided that the Bidder can arrange adequate resources within 7 days of award of contract, to provide Research at the locations for which the Bid is submitted. Failure to arrange the resources, within 7 days, the award of the contract will be cancelled and the EMD will be forfeited.

6. Tender Fee (Non-Refundable)

The Bidders are requested to deposit the **Tender Fee of Rs. 3,000/-** Online. Proof of the same should be attached with the Technical Bid. It is to be noted that the Tender Fee is non- refundable. However, Tender Fee will be refunded in case of cancellation of overall tender process (i. e, if the tender process is cancelled by TRTI.

7. Earnest Money Deposit

The Earnest Money Deposit (EMD) of Rs. 50,000/- is required to be deposited Online. Proof of the same should be attached with the Technical Bid.

- a. The EMD shall be denominated in Indian Rupees only.
- b. No interest will be payable to the Bidder on the amount of the EMD.
- c. Bids submitted without adequate EMD is liable for rejection.
- d. EMD of unsuccessful Bidders will be refunded after completion of Bid process and the EMD of successful Bidder for To study population status of PVTG groups in Maharashtra state, will be refunded after submission of the final report to TRTI and allied offices.
- e. EMD shall be non-transferable.
- f. The EMD may be forfeited:
 - i. If a Bidder withdraws his Bid or revises/ increases his quoted prices during the period of Bid validity or its extended period, if any.
 - ii. If successful Bidder fails to sign the Contract within the time specified by TRTI.
 - iii. If during the Bid process, a Bidder indulges in deliberate act that would jeopardize or unnecessarily delay the process of Bid evaluation and finalization. The decision of the TRTI regarding forfeiture of the Bid Security shall be final and binding upon Bidders.

8. Transfer of Bid

The Bid / RFP Document are not transferable. The Bidder who purchases the Bid Document and submits the Bid shall be the same.

9. Consortium and Joint Ventures

Bids of joint venture / consortium / subcontracting will not be accepted.

10. Completeness of Response

- a) Bidders are advised to study all instructions, forms, terms, requirements and other information in the Bid Documents carefully. Submission of Bid shall be deemed to have been done after careful study and examination of the Bid Document with full understanding of its implications.
- b) The response to this RFP should be full and complete in all respects. Failure to furnish all information required by the RFP document or submission of a proposal not substantially responsive to the RFP document will be at the Bidder's risk and may result in rejection of their Proposal.

11. Place of opening of RFP

The RFP will be opened in the Office of Tribal Research and Training Institute, 28 Queens Garden, Pune -411001 on the scheduled dates.

12. Bid Preparation Costs

The Bidder shall submit the Bid at its cost and TRTI shall not be held responsible for any cost incurred by the Bidder. Submission of a Bid does not entitle the Bidder to claim any cost and rights over TRTI and TRTI shall be at liberty to cancel or modify any or all Bids without giving any reason thereof. All materials submitted by the Bidder shall be the absolute property of TRTI and no copyright /patent etc. shall

be entertained by TRTI.

13. Amendment of RFP Document

- a) If TRTI deems it appropriate to revise any part of this RFP or to issue additional data to clarify an interpretation of provisions of this RFP, it may issue supplements to this RFP. Any such corrigendum shall be deemed to be incorporated by this reference into this RFP.
- b) All the amendments made in the document would be published on the website of Government of Maharashtra <https://mahatenders.gov.in> and also on TRTI website <https://trti.maharashtra.gov.in> and shall be part of the document.
- c) The Bidders are advised to visit the aforementioned website on regular basis for checking latest updates of this RFP document. TRTI also reserves the rights to amend the dates mentioned in this RFP for successful Bid process.

14. Pre- Bid Meeting

Pre- Bid meeting is open to all prospective Bidders. The same will be held on **12.01.2022 at 14:30 hrs.** In the Office of Tribal Research and Training Institute, 28 Queens Garden, Pune -411001.

15. TRTI's Right to Terminate the Process

TRTI may terminate the RFP process at any time and without assigning any reason. TRTI shall not be held responsible for any cost incurred by the Bidder in Bid preparation. TRTI reserves the right to amend/add or delete any clause of this Bid Document. However, this will be informed to all and will become part of the Bid.

16. Language of Bids

This Bid should be submitted in English language only. If any supporting documents submitted are originally in Marathi or Hindi language, then that will be accepted as it is.

17. Bid Submission Format

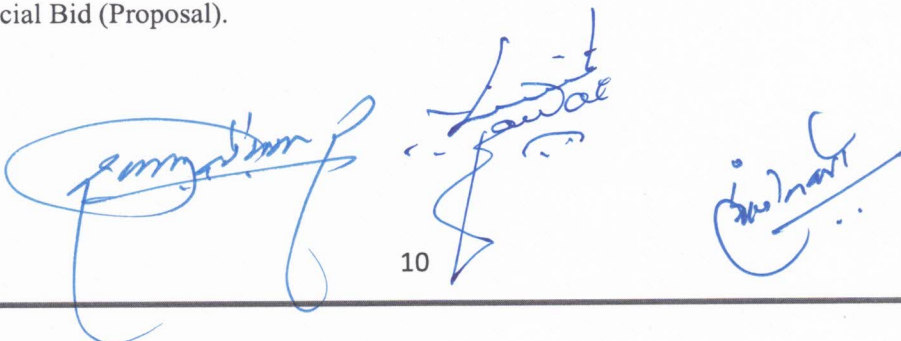
The entire proposal shall be submitted strictly as per the format specified in this Bid Document. Bids with deviation from this format are liable for rejection.

18. Submission of Bids

The Bidder should submit the Bid Online, which shall comprise of the following two envelopes
(Two envelope systems shall be followed for the Bid):

- A. Technical Bid (Proposal). Including relevant credentials
- B. Commercial Bid (Proposal).

19. Technical Bid

The bottom of the page features several handwritten signatures and stamps in blue ink. On the left, there is a large, stylized signature. In the center, there is a signature that appears to be 'S. S. S.' with a date '12-01-2022' written above it. To the right of this, there is another signature. At the bottom center, the number '10' is printed. On the far right, there is a circular stamp with some illegible text inside.

The Technical Bid should consist of all details, save and except the price as per Annexure- I. Technical Bid should be clearly super scribed as “Selection to study population status of PVTG groups in Maharashtra state”.

a) Pre-qualification Requirements of the Research Institute is as under:

SR. NO.	PRE QUALIFICATION CRITERIA
1.	The bidder must be an educational institution registered under Societies Act 1860/ Bombay Public Trust Act 1950/ Companies Act 1956 – Amended 2013/ University Grant Commission Act 1956
2.	The bidder must have prior experience of successfully conducting at least 3 primary survey preferably in the state of Maharashtra. Report and findings of same should be submitted.
3.	The bidder should have the financial capacity to carry out the research project and therefore to bid, the bidder should have achieved Average Annual Turnover of equal to or more than Rs. 50 lakhs during of the last 3 financial years i.e. FY 2017 – 18, FY 2018 – 19 and FY 2019 – 20.
4.	The bidder must submit audited balance sheet and audited financial statement of FY 2017 – 18, FY 2018 – 19 and FY 2019 – 20. The Income Tax Returns with balance sheet submitted to Income Tax Department.
5.	The bidder must submit Income Tax Return (ITR) acknowledgment certificate of the Income Tax Department of FY 2017 – 18, FY 2018 – 19 and FY 2019 – 20.
6.	The bidder must have in its name, a valid GST Registration certificate, GST Clearance Certificate up to 31st March 2021 or the latest copy of the GST return certificate .
7.	The bidder must not have been blacklisted due to malpractice, misconduct, or debarred either by any Government or Central Government Department / Union Territory / Local Authority / Central and Government Undertaking / Government Organizations, as on the date of submission of bid.
8.	The net worth certificate by the Chartered Accountant / Registered / Registered Auditor in the year FY 2019 - 20.
9.	The bidder should have it's headquarter or a regional office located in the state of Maharashtra and it should submit documentary evidence for the same.
10.	It is desirable for the bidder to have published at least 5 research papers in the field of demography /public health/ anthropology/ in peer reviewed or indexed journals.
11.	It is desirable for the bidder to have previously researched or worked with the PVTG or Scheduled Tribe community.

b) Mandatory Documents to be uploaded with Technical Bid (Envelope No. 1)

- i. Technical Bid Form (Annexure I).
- ii. Copy of valid Registration Certificate (Societies Act 1860/ Bombay Public Trust Act 1950/ Companies Act 1956 – Amended 2013/ University Grant Commission Act 1956).
- iii. Computer generated deposit receipt for Tender Fee & EMD.
- iv. Annual turnover for the years FY 2017 – 18, FY 2018 – 19 and FY 2019 – 20.
- v. GST Registration Certificate.
- vi. PAN Card Copy
- vii. Income tax returns for last 3 financial years
- viii. Document supporting Annual Turnover: Income and Expenditure Statement / Statement of Profit & loss and Balance Sheet of last 3 financial years.
- ix. Supporting document (If any) for having selected by any Government Organization/Department/Autonomous Organization of the Government for providing Research based work.
- x. Details of researchers with their CV.
- xi. Self-declaration for not black - listed by any of the Govt. /Semi Govt. Organization.
- xii. Self-declaration for not having criminal case against any Governing member / Partner/Director.
- xiii. Supporting documents on previous research projects conducted to be submitted along with reports in the technical bid envelope.

Note: The Commercial Bid will be opened only after the opening and scrutiny of the Technical Bid. The Commercial Bids of only those Bidders will be opened whose Technical Bids are qualified.

20. Commercial Bid:

The Commercial Bid will contain only the Commercial Bid as per Annexure -II, duly filled in and signed and must be clearly super scribed as “**Commercial Bid to study population status of PVTG groups in Maharashtra state**”.

21. Disqualification:

The Bidder should ensure that all the required documents, as mentioned in this RFP / Bidding Document, are submitted along with the Bid. Non submission of the required documents may lead to the rejections of the Bid submitted by the Bidder. Besides other conditions and terms highlighted in the tender document, Bids may be rejected / disqualified under following circumstances:

- In case the Bidder fails to meet the Bidding requirements as indicated in this Bid /RFP or not submitted the Bid in accordance with the procedure and formats prescribed in this document.
- During validity of the Bid, or its extended period, if any, the Bidder increases his quoted price.
- Incomplete Bid or failure to furnish all information required as per tender document and failure to furnish proofs for information provided.

- Bid is received after due date and time.
- Bid is not accompanied by all the requisite documents.
- Bids submitted without or with improper EMD
- Bids without signature of person (s) duly authorized on required pages of the Bid.
- Bids without power of authorization and any other document consisting of adequate proof of the ability of the signatory to bind the Bidder.
- If the information provided by the Bidder is found to be incorrect / misleading at any stage / time during the Tendering Process.
- Technical Bid containing commercial details or revelation of prices in any form or by any reason before opening the Commercial Bid.
- Commercial Bids that do not conform to the Tender's Commercial Bid format (Annexure- II).
- The Bidder not conforming to unconditional acceptance of full responsibility of providing services in accordance with the Agreements of this tender.
- If the Bid does not conform to the timelines indicated in the Bid.
- If the purchaser of the Bid (i.e., who pay Tender Fee and EMD) and submitter of the Bid is different.
- Any effort on the part of a Bidder to influence the Bid evaluation, Bid comparison or contract award decisions by unlawful/corrupt/fraudulent means at any point of time during the Bid process.
- Bidder fails to enter into a Contract within 10 Days of the date of issue of Letter of Selection / Award of Contract or within such extended period, as may be specified by the TRTI.
- While evaluating the proposals (Bids), if it comes to the knowledge of TRTI, expressly or implied, that some Bidders may have colluded in any manner whatsoever or otherwise joined to form an alliance resulting in delaying the processing of proposal, then the Bidders so involved are liable to be disqualified for this contract as well as for a further period of three years from participation in any of the RFP floated by the TRTI.
- Bidder doesn't agree to the any one or more Terms and Conditions of the Bid.

22. Opening of Bid

- Envelope No. 1** containing the **Technical Bid** shall be opened Online in the office of TRTI, in the presence of the Bidder/ representatives of Bidder who choose to attend, at the address, date and time specified in the RFP.
- Envelope No. 2** containing **Commercial Bid** of the Bidders, who have qualified in the Technical Bid, shall only be opened, in the office of TRTI, in the presence of the Bidder/ representatives of Bidder who choose to attend, at the address, date and time specified in the RFP.

23. Evaluation of Technical and Commercial Bid:

Bid Evaluation Committee formed by Commissioner, TRTI will evaluate the Technical and Commercial Bid and submit its recommendation to Commissioner, TRTI. Decision of the Commissioner, TRTI would be final and binding upon all the Bidders.

A. Evaluation of Technical Bid

The evaluation of the Technical Bid will be carried out in the following manner:

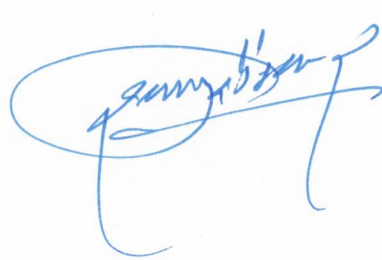

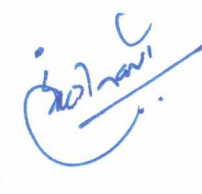
- i. The Bidder's Technical Bid will be evaluated as per the requirements and evaluation criteria as mentioned in this Bid Document. The Bidders are required to submit all required documentation in support of the evaluation criteria.
- ii. At any time during the Bid evaluation process, the Committee may seek written clarifications from the Bidders. The Committee may seek inputs from their professional and technical experts in the evaluation process.
- iii. The Committee reserves the right to do a reference check of the past experience stated by the Bidder. Any feedback received during the reference check shall be taken into account during the Technical evaluation process.
- iv. The technical scores of the Bidders will be announced prior to the opening of the Commercial Bid.
- v. The Commercial Bid will be opened only after the opening and scrutiny of the Technical Bid. The Commercial Bids of only those Bidders will be opened whose Technical Bids are qualified.

The minimum qualifying marks required in technical criteria is 70 Marks (i.e., 70 %). The Bidders who score minimum 70 Marks shall be considered for Commercial Bid evaluation. The Bidders who do not score minimum qualifying marks of 70 %, their Bids shall be rejected and will not be considered for Commercial Bid evaluation.

Technical Evaluation Criteria:

Sr. No.	Criteria	Supporting Documents	Description	Maximum Marks
1	Overall approach towards the research project	As per Evaluation Committee Summary	As per PPT(presentation) (As per the scope mentioned in section 4.3.)	30
2	Research's qualification and experience	Curriculum vitae	a. CV - 15 Marks b. Awards & recognition - 05 Marks c. Experience of researchers – 10 Marks	30
3	Research team	Organogram	Details of the research team (surveyors, research assistant, etc.) to be deployed on the field	10
4	Details of previous research projects	Research reports	1. Reports to be presented in PPT form – 05 Marks 2. No of reports issued – 05 Marks	10
5	Financial Turnover of the research agencies	a. Audited financial statement/s. b. Income Tax Return(ITR)/s	a. Average Annual Financial Turnover of the institute is at-least <i>Rs 50 lakhs</i> in last 3 FY- 5 Marks' b. Average Annual Financial Turnover of the institute is at-least <i>Rs 60 lakhs</i> in last 3 financial years – 7.5 Marks	10

			c. Average Annual Financial Turnover of the institute is at-least <i>Rs 75 lakhs</i> in last 3 financial years - 10 Marks	
6	Selected by any Govt. Organization/Department/Autonomous organization for providing Research based work.	Supporting document (Work Order, Selection letter, MOU) for having selected by any government organization/department/autonomous organization of the government for providing Research based work.	<p>a. Selected by at least one Govt. Organization / Department / Autonomous organization for providing Research based work - 5 Marks</p> <p>b. Selected by at least three Govt. Organization / Department / Autonomous organization for providing Research to sponsored based work - 10 Marks</p>	10
TOTAL				100 Marks

B. Selection Method: Quality Cost Based System (QCBS)

The Bidder criteria for awarding the contract will be calculated based on the QCBS methodology. The weightage of Technical Score to Financial Score would be in the ration of 80: 20 Kindly refer the illustration below for understanding of the evaluation process

ILLUSTRATION

The following is the procedure for evaluation for the award of tender:

The technical and financial scores secured by each bidder will be added with weight of 80:20 respectively and a Cumulative Bid Score arrived at, using the formula:

$$CS = TS * 0.8 + FS * 0.2$$

Where

CTFS is Combined Technical and Financial Score;

TS = Technical bid Score;

FS = Financial bid Score

The bidder with highest Combined Technical and Financial Score (CTFS) will be the successful Bidder and be eligible to become the service provider

Stage 1: Technical Bid Evaluation (TS)

Bidder Details	Technical Marks obtained	Applying weightage of 80% to the TS
Bidder 1	95	$95 * 0.8 = 76$
Bidder 2	87	$87 * 0.8 = 69.6$
Bidder 3	68	Will not be assessed
Bidder 4	79	$79 * 0.8 = 63.2$

* Since the eligible Technical Score should be 70 and above Bidder 3 is rejected

Stage 2: Conversion of Financial Bid Amount to Score (FS)

Bidder Details	Financial Bid Amount	Financial Score (LFB/F*100)	Financial Score after applying 20% weightage (FS * 0.2)
Bidder 1	150000	$110000/150000 * 100 = 73.33$	$73.33 * 0.2 = 14.66$
Bidder 2	130000	$110000/130000 * 100 = 84.61$	$84.61 * 0.2 = 16.92$
Bidder 4	110000	$110000/110000 * 100 = 100$	$100 * 0.2 = 20$

LFB – Lowest Financial Bid

F – Quoted Amount

Stage 3: Combined Technical and Financial Score (CTFS) with weightage of TS:FS as 80:20

Bidder Details	Technical Score- TS (after applying 80% weightage)	Financial Score- FS (after applying 20% weightage)	CTFS = TS+FS
Bidder 1	76	14.66	87.99
Bidder 2	69.6	16.92	86.52
Bidder 4	63.2	20	83.2

*Contract would be awarded to Bidder 1

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C. Composite Score of the Bidders

Composite score of the Bidders for the Bid shall be worked out as under:

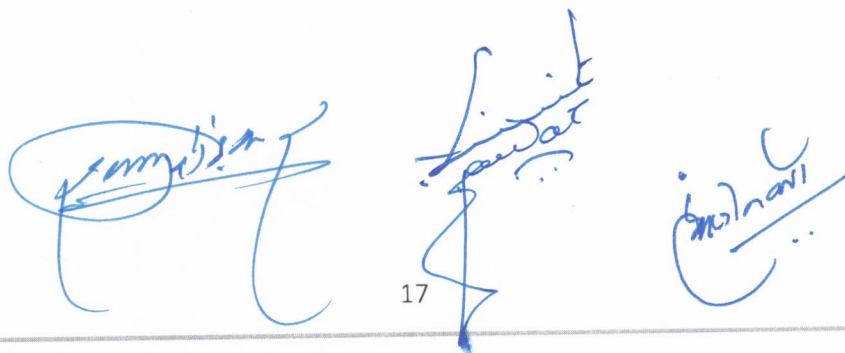
Bidder	Technical Score (X)	Financial Score (Y)	Weighted Technical Score (80% of X)	Weighted Financial Score (20% of Y)	Composite Score (F=D+E)
A	B	C	D	E	F
1					
2					
3					
4					

24. Award of contract

Bid Evaluation Committee formed by Commissioner, TRTI will evaluate the Commercial Bid and Technical Bid as stated above, and submit its recommendation to Commissioner, TRTI. TRTI may empanel one or more eligible Bidder or cancel the Bid on the basis of their composite score and recommendation of the Bid Evaluation Committee. Decision of the Commissioner, TRTI would be final and binding upon all the Bidders. TRTI will notify the acceptance of Bid to the successful Bidder.

25. Signing of Contract

Once TRTI notifies the successful Bidder that its Bid / proposal has been accepted, TRTI shall enter into a separate Agreement, incorporating the conditions of the Bid / RFP and its amendments and any special conditions during negotiations between the TRTI and the successful Bidder. In case the successful Bidder is unable to execute contract within 10 days, TRTI shall forfeit the Earnest Money Deposit (EMD) and cancel its Bid.



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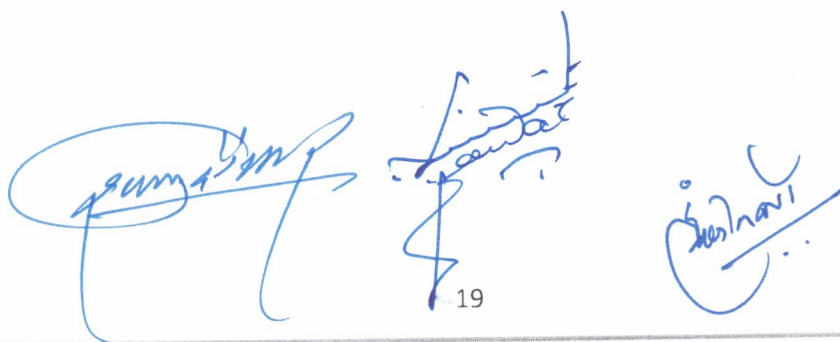
Section-4: General Conditions of Contract

GENERAL TERMS AND CONDITIONS

1. Conditional Bid (RFP Proposals) is liable for rejection.
2. Intending Bidders can have detailed information from the office of TRTI, Pune during office hours.
3. The Bid Evaluation Committee formed by Commissioner, TRTI will shortlist the research agencies and will recommend to the Commissioner, TRTI for Selection.
4. The Bid Evaluation Committee (Selection Committee) constituted by Commissioner, TRTI, reserves the right to reject any or all tenders without assigning any reason.
5. The duration of the research project will be of **06 months**.
6. The Commissioner, TRTI reserves the right to amend this tender document.
7. The selected Institution shall enter into a contract agreement on a non-judicial stamp paper of Rs 500, with terms and conditions as per the format specified by the Commissioner, TRTI, Pune within 07 days from the receipt of written communication of letter of Selection to this effect, failing which the EMD will be forfeited and the Institution will be removed from the selected list of institutes.
8. Payment shall be made in three installments; first installment of **Twenty- Five percent (25%)** of the total fee will be paid on completion of primary survey certified by TRTI. Second installment of **Fifty percent (50 %)** on submission of interim report. Third and final installment of **Twenty- Five percent (25%)** of the total fee will be paid after submission of final research report to TRTI and allied offices. TRTI reserves the right to change the payment terms.
9. TRTI reserves the rights of overall monitoring of the research program.
10. The bidder must submit progress report to TRTI every months.
11. On completion of research, the research agency will have to submit following reports to TRTI, Pune
 - 10 Hard bound copies of final research report on the subject in English & Marathi each.
 - Primary survey data
12. Contract will be made for 06 months however; contract may be extended for next year by mutual consent with the same terms and conditions of the agreement executed.
13. The Commissioner, TRTI, Pune including the authorized Officers of the TRTI shall have the power to issue notices in writing and to instruct/direct the Institution to make alterations/variations in the assigned work.
14. Failure to abide by the Agreement:

The conditions stipulated in the agreement shall be strictly adhered to and violation of any of the conditions will entail termination of the contract without prejudice to the rights of the TRTI with such penalties as specified in the Bidding document and the Agreement.
15. Confidentiality of the Document -This Tender Document is confidential and the TRTI shall ensure that anything contained in this Tender Document shall not be disclosed in any manner, whatsoever.
16. Jurisdiction and applicable Law -In case of any dispute arising out of the terms and conditions of contract or assignment, the matter shall be governed by the laws of India (both substantive and procedural) at that time being in force and shall be subject to exclusive jurisdiction of the Courts at Pune City.
17. Conditional Bid (RFP Proposals) is liable for rejection.

18. Intending Bidders can have detailed information from the office of TRTI, Pune during office hours.
19. The Bid Evaluation Committee formed by Commissioner, TRTI will shortlist the institutes and will recommend to the Commissioner, TRTI for Selection.
20. The Bid Evaluation Committee formed by Commissioner, TRTI will shortlist the institutes and will recommend to the Commissioner, TRTI for Selection, in order to sponsor the candidate for Research



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ANNEXURE - I

(To be submitted on Bidder letter head)

“Technical Bid for Selection to study population status of PVTG groups in Maharashtra state”

To,
Tribal Research & Training Institute, Pune
28, Queen's Garden,
Pune - 411 001.

Subject: “Technical Bid for Selection to study population status of PVTG groups in Maharashtra state”.

Reference: E - Tender No. Dated ...

Respected Sir,

I / We hereby offer to submit the Technical Bid for Selection of to study population status of PVTG groups in Maharashtra state.

I / We have read, and understood the contents of the tender/Bid and further state that I / We unconditionally accept and abide by the terms & conditions specified therein.

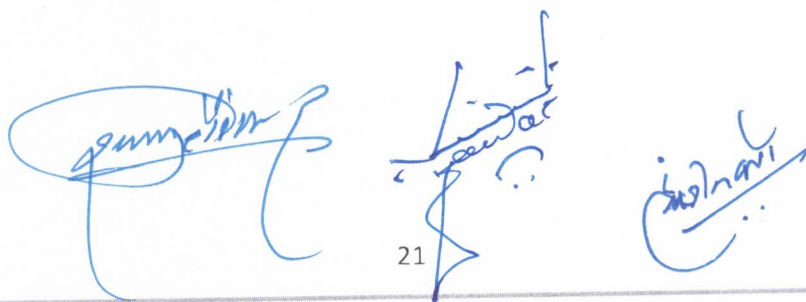
I / We submit the Technical Bid as under

1.	Name and address of the head office of the research agencies			
2.	Name and contact number of Head / Chairperson / President/Partner/Director			
3.	Contact Person's Name and Designation			
4.	Contact No.			
5.	Date of Establishment of research agencies as per Documents of establishment/Registration of the institute.			
6.	a) Whether the Institution is registered (Yes/No)			
	b) If Yes, under which Act. Institution is registered (Legal status)			
	c) Registration Number			
	d) Date of Registration			
	e) Date of Expiry if any			
7.	a) Whether GST payee.			
	b) Mention GST number			
8.	a) Whether Income tax payee.			
	b) Mention Permanent Account Number (PAN) of the Institution or Head of the Institution.			
9.	Total financial turnover per year for the last 3 Financial years as per income tax return and financial statement.	2017-18	2018-19	2019-20
10.	Total years of experience in research of the research agencies. (Period before the date of registration of the institute will not be considered). Also provide the date of registration/establishment			

11.	Details of research team:					
	Sr. No.	Name of research team	Qualification	Expert area of research	Experience in research (In years)	Any other credentials
Note: List of all the research team with above details should be provided along with their CV.						
12.	Previous research reports			Bidder must submit one copy of the research reports on or before the date of opening of Technical Bid		
13.	Powerpoint presentation as per section 4.3 of the scope of the bid					
14.	Work completion certificate of previous projects with Government / semi government / PSU / ULB etc. (if any)					
15.	Whether all the documents specified in tender document is uploaded with Technical Bid (Yes / No)					
16.	Any other details:					

Date:

Name, Designation and Signature of authorized representative of the research agencies



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ANNEXURE – II

(To be submitted on Bidder letter head)

“Commercial Bid for Selection of to study population status of PVTG groups in Maharashtra state”

To,

The Commissioner,
Tribal Research & Training Institute,
28 Queen's Garden,
Pune, Maharashtra - 411 001

Subject: Commercial Bid for Selection of to study population status of PVTG groups in Maharashtra state

Reference: Tender No. Dated

Respected Sir,

I / We hereby offer to submit the Commercial Bid for Selection of to study population status of PVTG groups in Maharashtra state.

I / We have read, and understood the contents of the tender and further state that I / We unconditionally accept and abide by the terms & conditions specified therein.

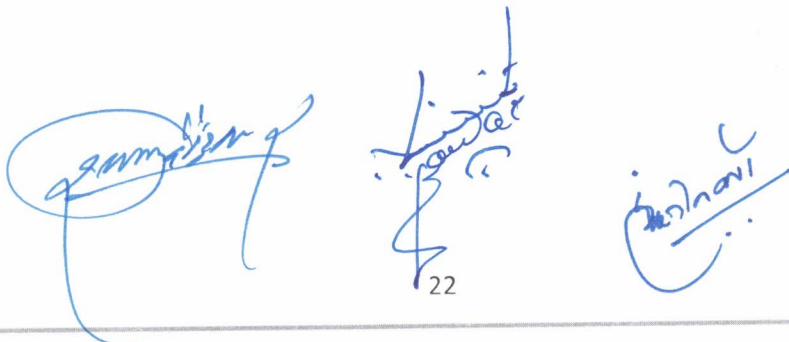
I / We submit the Commercial Bid as under:

Sr. No.	Examination	Research project for 06 months	
		Amount (Rs.)	In words
1.	Request for Proposal (RFP) For Selection of Research Partner for to study population status of PVTG groups in Maharashtra state		

Note: GST & other taxes will be in addition to the above research project.

Date :

Name, Designation and Signature of
authorized representative of the research
agencies



ANNEXURE- III

(Declaration of the research agency on the letter head)

Date:

To,

The Commissioner,
Tribal Research & Training Institute,
28 Queen's Garden,
Pune, Maharashtra - 411001

Subject: Tender for Selection of to study population status of PVTG groups in Maharashtra state

Respected Sir,

I/Wedo hereby submit tender/Bid Selection of to study population status of PVTG groups in Maharashtra state, as per the quoted rates and in all respects in accordance with the terms and conditions as mentioned in the Bid Document with Android Mobile Tablet.

I/We have paid an amount of **Rs 50,000 (Rupees fifty thousand only)** towards EMD and I/We are aware that the EMD will not bear any interest.

If this tender is accepted, I/We agree to abide by and fulfill all the terms and conditions of the contract.

I/We hereby distinctly and expressly declare and acknowledge that before submission of this tender; I/We have carefully followed the instructions.

I/We distinctly agree that I/We would hereafter make no claim or demand upon the Commissioner, TRTI based upon or arising out of any alleged misunderstanding or misconceptions or mistake on my / our part of the said contract, agreements, stipulations, restrictions and conditions.

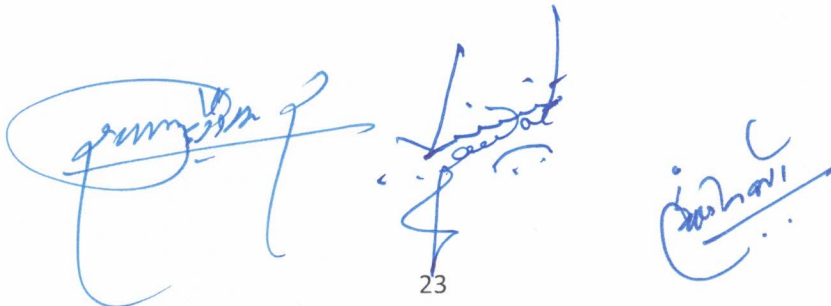
Any notice required to be served on me / us shall be sufficiently served on me / us by post (registered or ordinary) or courier or left at my / our address given herein.

I / We fully understand the terms and conditions of the contract to be entered into between me/us and the TRTI, Pune and the written agreement shall be the foundation of the rights of both the parties and the contract shall not be deemed to be complete until an agreement has been signed by me/us and the TRTI, Pune.

Dated this day of 2021.

Place:

**Name, Designation and Signature of
authorized representative of the research
agencies**



ANNEXURE- IV

(To be given by the Bidder on its letter head at the time of uploading the completed tender)

Date:

To,

The Commissioner,
Tribal Research & Training Institute,
28 Queen's Garden,
Pune, Maharashtra - 411001

DECLARARTION

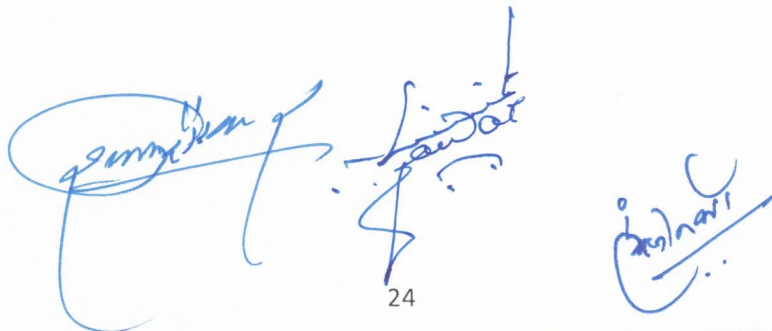
NATURE OF SERVICE: Selection of to study population status of PVTG groups in Maharashtra state.

I/We have read the Tender documents and related matters carefully and diligently and that I / We have uploaded the tender having studied, understood and accepted the full implications of the agreement.

The requirements of the tender agreement stated herein will be fulfilled by me/us to the satisfaction of the Commissioner, TRTI, and Pune.

Place:

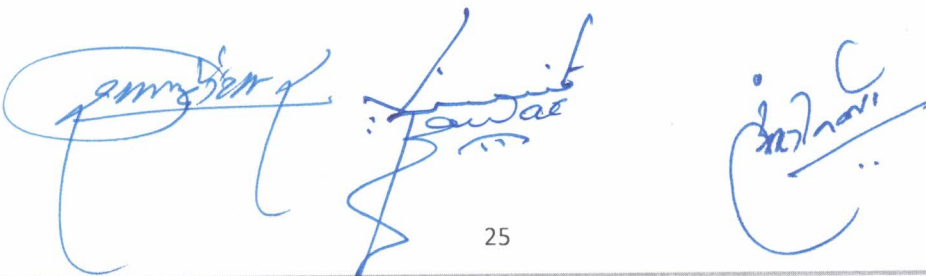
**Name, Designation and Signature of
authorized representative of the research
agencies**

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ANNEXURE- V

Area of research study - PVTG population

PVTG	District
Katkari	Raigad
	Satara/Pune
	Palghar
	Thane
	Ratnagiri
Nashik/Ahmadnagar	
Kolam	Yavatmal/Chandrapur/Nanded/ Wardha
Madia Gond	Gadchiroli

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