



Request for Proposal (RFP) for Selection of Agency for Conducting Benchmark Survey of all Scheduled Tribes in Nandurbar District

Issued By
The Commissioner
Tribal Research & Training Institute, Pune
Government of Maharashtra

Tender Notification No.: TRTI/2023/IADP/DESK-04/213

Dated 25/01/2023

25/01/2023



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**Tribal Research & Training
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स्वातंत्र्याचा अमृत महोत्सव

E-TENDER No. TRTI/2023/IADP/DESK-04/ 213

Date: 25/01/2023

25/01/2023


Invitation of Request for Proposal (RFP) for Selection of Agency for Conducting Benchmark Survey of all Scheduled Tribes in Nandurbar District for TRTI, Pune. TRTI is Inviting Request for Proposal (in two Bid systems - Technical Bid & Commercial Bid) for Selection of Agency for Conducting Benchmark Survey of all Scheduled Tribes in Nandurbar District. Interested bidder can submit their Technical Bid & Commercial Bid online on website <https://mahatenders.gov.in>

Name of the Service	Estimated Cost	Tender Fee (in Rs)	Earnest Money Deposit (EMD) (in Rs)
Invitation of Request for Proposal (RFP) for Selection of Agency for Conducting Benchmark Survey of all Scheduled Tribes in Nandurbar District	Rs.2,48,00000/-	Rs. 20,000/-	Rs. 2,00,000/-

1. The Company/Institute/Firm shall be selected based on the selection criteria decided by TRTI as mentioned in the Bid Document.
2. The Bid Documents are available on website <https://mahatenders.gov.in>
3. The interested Bidders will have to register and enroll on website <https://mahatenders.gov.in>.
4. The interested Bidders will have to submit all the required documents through online.
5. The Tender Fee of Rs. 20,000/-is required to be deposited Online through Net Banking / NEFT.
6. The EMD of Rs.2,00,000/-is required to be deposited Online through Net Banking / NEFT.
7. The detailed Bid Document can be download from the website <https://mahatenders.gov.in>
8. Interested Institutes / Bidders shall submit their Bid on or before **08/02/2023 17:00 hrs.**
9. The advertisement & Tender Document is also available on office website <https://trti.maharashtra.gov.in> for information only.
10. 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 / company / 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

DISCLAIMER

1. The information contained in this Request for Proposal document (the "RFP") or subsequently provided to Applicant(s), whether verbally or in documentary or any other form, by or on behalf of Tribal Research and Training Institute, Pune, (TRTI) or any of its employees or advisors, is provided to Applicant(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.
2. This RFP is not an agreement and is neither an offer nor invitation by Tribal Research and Training Institute, Pune, (TRTI) to the prospective Applicants or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their application for qualification and thus selection pursuant to this RFP (the "Application"). This RFP includes statements, which reflect various assumptions and assessments arrived at by TRTI in relation to the work/s. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. This RFP may not be appropriate for all persons, and it is not possible for TRTI, its employees or advisors to consider the objectives, financial situation and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP may not be complete, accurate, adequate or correct. Each Applicant should therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this document and obtain independent advice from appropriate sources.
3. Information provided in this RFP to the Applicant(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. TRTI accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.
4. TRTI, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant or Bidder, under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way with selection of Applicants for participation in the Bidding Process.
5. TRTI also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Applicant upon the statements contained in this RFP.
6. TRTI may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP.
7. The issue of this RFP does not imply that TRTI is bound to select and shortlist Applications and reserves the right to reject all or any of the Applications or Bids without assigning any reasons whatsoever. The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Application including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by TRTI or any other costs incurred in connection with or relating to its Application. All such costs and expenses will remain with the Applicant and TRTI shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation for submission of the Application, regardless of the conduct or outcome of the Bidding Process.

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IMPORTANT DATES & INFORMATION FOR TENDER

1. Key Events and Dates

Sr. No.	Event	Date & Time
1	Publish Date	25/01/2023, 11:00 AM
2	Document Download / Sale Start Date	25/01/2023, 11:00 AM
3	Bid Submission Start Date	25/01/2023, 11:00 AM
4	Clarification Start Date	25/01/2023, 11:00 AM
5	Clarification End Date	30/01/2023, 17:00 PM
6	Pre Bid Meeting Date	31/01/2023, 16:00 PM
7	Bid Submission End Date	8/02/2023, 17.00 PM
8	Technical Bid Opening	09/02/2023, 17.00 PM
9	Commercial Bid Opening	To be intimated later

2. Other Important Information Related to Bid

Sr. No	Item	Description
1.	Earnest Money Deposit (EMD) (To be paid Online)	Rs. 2,00,000/- (Two Lakh Rupees Only)
2.	Tender Fee (To be paid Online)	Rs. 20,000/- (Rs. Twenty 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

1. INTRODUCTION

1.1 ABOUT TRTI

Tribal Research and Training Institute, Maharashtra State, Pune is an autonomous Organization of the Government of Maharashtra, which was established under the centrally sponsored scheme in 1962. Tribal research and training institutions are working in the tribal-dominated states of the country to conduct research on various aspects of tribal subjects.

Its objectives are:

- Evaluate the impact of various schemes implemented by the Central & State Government for the financial, educational and social development of tribal communities on tribal life.
- Conduct research on issues related to tribal life and development.
- Provide pre-employment training to the officers / employees working in Tribal Development Department and provide competitive exam training to tribal students.
- To showcase the cultural heritage of various tribes in Maharashtra through museum, cultural exhibits & shows

TRTI would like to select established, reputed and reliable Agency for Conducting Benchmark Survey of all Scheduled Tribes in Nandurbar District

1.2 REQUEST FOR PROPOSAL

1.2.1 TRTI invites responses ("Tenders") to this Request for Proposal ("RFP") from established, reputed and reliable Agencies for Conducting Benchmark Survey of all Scheduled Tribes in Nandurbar District as described in this RFP, "Scope of Work"

1.2.2 TRTI invites detailed proposals (Technical and Financial Proposals together referred to as "RFP") from capable agencies.

1.2.3 The Proposals would be evaluated on the basis of the evaluation criteria set out in this RFP ("Evaluation Criteria") to identify the successful Bidder for the Assignment ("Successful Bidder").

1.3 BRIEF DESCRIPTION OF THE BIDDING PROCESS

1.3.1 TRTI intends to follow a 'two stage' bid process for selection of the successful agency, as outlined in this RFP.

1.3.2 The Bidders would need to submit, within the Proposal Due Date as prescribed under the "Important dates & information for Tender" of this RFP; Qualification, Technical and Financial Proposal in the prescribed formats.

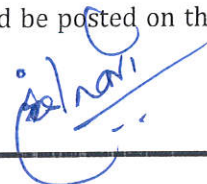
1.3.3 TRTI would evaluate all the Submissions in accordance with the evaluation criteria set out in the RFP to select a qualified bidder.

1.4 OBTAINABILITY OF RFP DOCUMENT

The RFP would be available at <https://mahatenders.gov.in/>. It may be noted that all subsequent notifications, changes and amendments in the assignment/ documents would be posted on the website <https://mahatenders.gov.in/> & <https://trti.maharashtra.gov.in>.







GENERAL INSTRUCTIONS

1.4.1 The language of the Bid and related documents and correspondences shall be in English language.

1.4.2 The Bidder shall provide all the information sought under this RFP. TRTI will evaluate only those Bids that are received in the required formats and complete in all respects.

1.4.3 The Bid shall be typed or written in indelible ink and signed by the Authorized signatory of the Bidder who shall also initial each page. All the alterations, omissions, additions or any other amendments made to the Bid shall be initialed by the person(s) signing the Bid.

1.4.4 Bidders are encouraged to submit their respective Bids after exercising due diligence of factors influencing the implementation of the Project applicable laws and regulations, and any other matter considered relevant by them.

1.4.5 The Proposals would be evaluated on the basis of the evaluation criteria set out in this RFP ("Evaluation Criteria") to identify the successful Bidder for the Assignment ("Successful Bidder").

1.4.6 The Bidder shall be responsible for all costs associated with the preparation of its Bid and its participation in the bidding process, including but not limited to field investigations, data gathering, analysis, design etc. as also any discussions/negotiations. TRTI will not be responsible nor in any way liable for such costs, regardless of the conduct or outcome of the bidding process.

1.4.7 TRTI may modify the RFP by issuing an Addendum before Due Date. Any Addendum thus issued shall be part of the RFP and shall be hosted on the website (<https://mahatenders.gov.in> & <https://trti.maharashtra.gov.in>). TRTI will assume no responsibility for non-receipt of the Addendum.

1.4.8 Bidders will not be permitted to alter or modify their bids once submitted.

1.4.9 TRTI shall not be liable for any omission, mistake or error on the part of the Bidder in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to the RFP, the bidding documents or the bidding process, including any error or mistake therein or in any information or data given by TRTI.

1.4.10 Any Bid not accompanied by the Tender fee & EMD shall be rejected by TRTI, as non-responsive.

The bidders may address their queries, if any to the following Email id: dydir1.trti@gmail.com on or **before 30/01/2023, 17:00 PM**

SCOPE OF WORK

The detailed Scope of Work -

i. Background of the Survey

The scheduled tribes in India are perceived to be one of the most excluded sections in terms of socio-economic development. Since Independence rigorous efforts were made for their development through Five Year Plans. However, these efforts of co-ordination between various departments for efficient execution of tribal development schemes greatly depend upon an updated database of the target population that identifies their needs, assesses their deprivation and provides a ground for further policy making. Benchmark surveys are the tools for creation of such databases. Government of Maharashtra had made several efforts from time to time for preparing the database of scheduled tribes residing in the State in order to analyze the socio-economic status of its tribal population.

ii. Purpose of the Survey

The Tribal Development Department of Government of Maharashtra initiated its first Benchmark Survey of Tribal Population in 1978. Second Benchmark Survey was conducted in 1996-97. Since then no data about socio, cultural and economic status of tribal population is collected. Hence it is planned to conduct the Third Benchmark Survey of Scheduled Tribe (ST) population. This benchmark survey will serve as an empirical evidence for policy making, resource distribution and planning of interventions for tribal population.

As per census 2011 percentage of tribal population as compare to total population is highest (69.28%) in Nandurbar district. Benchmark Survey will be conducted in Nandurbar District.

iii. Objectives of the Survey

The objectives of the proposed Survey are as under:

- a) To build a data base for planning, implementation and assessing impact of various development projects and programmes for scheduled tribes.
- b) To examine and analyze the socio economic status of scheduled tribe population.
- c) To study the access of tribal communities to various infrastructural and service amenities.
- d) To map the schemes that are being implemented for scheduled tribes.
- e) To identify the inequalities within tribes and within Geographical ST area across the state, if any.
- f) To study the culture and strengths of ST.
- g) To study the concept of development from the perspective of ST.
- h) To determine the sectors where resource allocation is required.
- i) To prepare guidelines for development of scheduled tribes on the basis of above.

iv. Target Group for the Survey

- a. Benchmark survey will be conducted in Nandurbar district.
- b. As per Census 2011 the Scheduled Tribes (ST) population in the Nandurbar District is 11,41,933 and number of ST households stands at 2,23,138. Considering the decadal growth rate of ST population from 2001 to 2011, the projected ST population in 2022 will be around **15,60,751** and number of households will be **2,96,198** (Approx 3,00,000).
- c. This population is spread over 952 villages and towns. Covering these villages & households is the target group of the survey.

Also, there shall be three levels of collecting the data as follows:

1. Household level in rural and urban areas
2. Village level
3. Pada (Tribal hamlet) level

The tabulation of information and study to be done at District level as well as Tahsil area level. The survey will be face to face survey, i.e. visiting the house of the respondent household and conducting an interview on the spot or at a scheduled date.

The selected agency is expected to be responsible for undertaking various activities, such as:

- a. Agency has to collect all kind of numerical information of tribals Social, Economic, Educational, Health etc. as per survey schedule/Questionnaire.
- b. To collect detailed information of each tribal family & detailed information of each member of family as per survey schedule/Questionnaire.
- c. Developing survey material such as maps, listing sheets of households for data collection, etc.
- d. Recruiting and training of field supervisors and investigators.
- e. Preparing activity-wise detailed time-line for all the tasks related to activities of survey and study.
- f. Pilot data collection prior to launching the survey and providing results of the pilot survey.
- g. Getting TRTI's approval for any necessary changes in methodology, data collection and also carrying out relevant changes suggested by TRTI team.
- h. Using advanced technique such as electronically recording the data using a dedicated software on tablets with active GPS/GPRS features, record the interviews on devices, etc. with approval from TRTI for door-to-door and face to face interviews.
- i. Converting the questionnaire responses in electronic form, maintaining the quality of the data by undertaking different levels of inspections, on-field survey verification & scrutiny, as the case may be.
- j. Handling all administrative and financial responsibilities of the survey for e.g. Taking all necessary approvals before conducting the work and designing the flow and procedures of clearing payments to the concerned parties as per the progress of their work.
- k. Providing raw survey data for quality control checks, as and when required by TRTI.
- l. Validation and cleaning the database for subsequent in-depth qualitative and quantitative analysis.

- m. Attend to the queries/clarifications by the TRTI team, preparation of fact sheets, reports, etc.
- n. Provide regular staffing reports with changes, if any, for Project Director, Analyst, Field coordinator etc.
- o. Provide periodic updates to TRTI and its advisory/monitoring committee.
- p. TRTI will undertake supervisory checks to verify whether the survey activities are being carried out properly. At the time of verification, agency shall ensure that the concerned investigator accompanies TRTI officials for identification of the respondent/location.
- q. Preparing reports and factsheets based on the findings from the survey, in line with the objectives of the survey and as per the requirement of TRTI.

V. Survey Schedule /Questionnaire

The following Survey schedule/ Questionnaire have been prepared and finalized through Tribal Research and Training Institute, Pune with the help of experts in various fields. The selected agency is expected to use these Survey schedule/Questionnaire for Benchmark Survey.

Sr.No.	Questionnaire	Parameters	Total Number of questions (Approx.)	Total pages
1	Household listing (To list all the households in the Village/Pada)	1.Household listing - Flat no, Name of head of the family, Gender, Caste/Tribe etc. 2.Map of village	17	2
2	Household Questionnaire (To collect information on Socio- Economic, Educational as well as Maternal and Child health from Tribal families)	1.Education 2.Occupation 3.Migration 4.Health & Hygiene 5.Land Holding 6.Doccuments 7.Govt. schemes 8.Loan etc.	500	33
3	Village Questionnaire (To collect information of Village Amenities)	1. Population details - As per age, caste/tribe, literate/illiterate 2.village amenities - Regarding Education, Health, Water source, Co-Operative Industries etc	500	33
4	Pada (Tribal Hamlet) Questionnaire (To collect information of Pada Amenities)	1.Population Details 2.Pada Ammenities - regarding Education, Health, Agriculture, Transport etc.	47	3

Focus group discussion (FGD) - Qualitative data should be collected through FGDs of different tribes in villages & Padas.

Vi. Mobile/Tab based Survey app-

Agency need to develop relevant Mobile application & data entry need to be done at their premises.

Functional Requirement

Role Based User Access

Admin Role

1. Administrator log-in with complete access
2. Only administrator can have the rights to permanently delete the content from the app, that too only after taking proper back-up of the entity/system
3. Only Admin should be able to add/delete whatever survey conducted.
4. Only Administration can read live stream data for monitoring purpose of benchmark survey, etc.
5. Only admin access to registration for Surveyor
6. Continuous monitoring & tracking of the activities of the benchmark survey, etc
7. Grievances submitted through the App must be accessible at first hand to Public Grievance Officer and Administration for furtherance to appropriate stakeholders

Investigator User Role

1. Investigator can view / add data as per benchmark survey.
2. GPS tracking of the survey conducted.

Search Features for mobile application

1. The app should have a keyword based search for multiple parameters eg, Taluka wise, Tribe wise, Village wise, age wise, Gender Wise etc.
2. To search specific record each benchmark survey should have parameterized search

Progress Tracker and score generator

1. The web and mobile app should have a progress tracker wherein the progress for the Benchmark survey can be tracked and based on it the scores can be generated

Online Research Survey

- I. To provide Individual Surveyor Login for conducting the benchmark survey with Geo tagging facility – Surveyor will conduct survey & collect data in real time basis through the already uploaded standard questionnaire in the mobile app. Facility to upload such multiple questionnaires for various survey may be provided from backend login in TRTI headquarter. Photo upload facility should be provided.
- II. Online Self data collection by targeted population – to provide data entry facility to targeted population for Benchmrk Survey. It should be on the basis of Aadhaar / Mobile OTP Based facility. Also to provide the facility of upload of multiple questionnaires from the Backend login.
- III. Statistical Report Generation on the basis of collection of data.
- III. Compatible with research / statistical software.

Security Features

The mobile app should have the following security features:

1. Audit trail at administrator level should also be enabled. It should capture each activity done by each authorized user, IP address, Time stamp etc. to track that who, when and from where has done what changes in the application.
2. The app should be able to generate email and SMS Alerts and also historical

report in the security report viewable to the administrator containing the Time, IP address of attackers, the page under attack, and the parameter under attack with the attack values

3. There should be a provision of blocking any IP or Network by assigning IP Address range from accessing the pages of admin module of the app; also the main app (so that identified attackers can be blocked)

4. The admin module, up loader module should be in separate folder so that HTTPS can be configured on the functionality that requires login action to be done. Administrator Panel should be secure enough. Other than username password there should be other secure means for login into admin panel. Onetime password and digital certificate based login facility may be provided on a need basis

Non-Functional Requirement

1. **Scalability:** The architecture is capable to take care of high volume traffic

2. **Portability:** The application components should be portable with minimal effort

3. **Expandability:** It's easy to extend the services provided with minimal changes to other components – that is allowing easier development of new applications based on the existing Components and layers

4. **Availability:** The services at each layer allow for high availability

5. **Reliability:** The data being transferred and the processing of the same are reliable. That is, persistence must be provided at each layer and each interface between layers

6. **Recoverability:** The manner in which the system recovers from failure

7. **Backup and Restoration:** Provide the back-up and restore functionality for the application

8. **Interoperability:** Interoperability features permit the underlying disparate sub systems or external systems to work together seamlessly, while hiding much of the complexity required joining these pieces together.

9. **Administrative & Management Capability:** The services provided at each layer shall be easy to manage (with a clear interface for administration). Also, the component must be able to interface with the standard monitoring tools available

10. **Security capability:** Provides services to protect access to sensitive resources or information

11. **Font resizer:** Options given for different sizes of font for old age/ low vision users and customized to various mobile application themes

UAT

1. The Beta version of the app delivered for UAT should be load test compliant with the expected concurrent usage.

2. All defects found during review, acceptance testing shall be fixed to the satisfaction of the designated TRTI official

3. The app within the scope of work shall be as per specifications given. In case the whole application or any part thereof is found to be of inferior quality or not performing satisfactorily the same shall be developed or modified free of charge immediately. This will be based on review and suggestions and order by TRTI

4. All the expenses (stationary, postage, transport, accommodation etc.) shall be borne by Application Service Provider for UAT.

Training & Handholding support

1. Proper training has to be provided to Nominated TRTI staff

2. Training will be conducted at location decided by TRTI

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Handwritten signature and initials

3. All the Training material, user; manuals in soft copy in printable format will be provided by the Application Service Provider to TRTI (i.e. Marathi and English).
4. Onsite support to team of officers as per requirement

Maintenance phase

The Application development agency should provide maintenance support for application post development and delivery up to one year from the Go Live.

Scope of maintenance support

1. Technical Assistance: Application Service Provider will be responsible for providing technical assistance on any issue during working days/hours.
2. Fixing Security Vulnerabilities whenever any issue is reported or in the case of cyber-attacks.
3. Onsite Training & Handholding of user representatives.
4. Addressing OS and Device Compatibility related Issues to ensure smooth functioning of application on updated versions of different OS and on various devices (Smart phones and Tablet PCs.)
5. Addressing App Performance related issues to fix issues like no response, slow response, app crashing etc.
6. Rectification of bugs like content formatting issues, image placement, link mismatch etc. immediately after user request.
7. Change Requests like changing static images, text, updating your privacy policy, app terms of use, disclaimers etc.
8. Any change requests suggested by TRTI Authority will be implemented without any additional cost.
9. Delivering and managing patch management, quick response system for wellbeing and healthy operation of the web based system during the warranty and through the subsequent maintenance contracts (if any).

Deliverables

1. Mobile app based on requirement of TRTI along with database
2. Soft copy of user manual for each module of mobile app
3. Onsite Training on administration, operation & maintenance of developed app at TRTI office or as per suggested location by TRTI. Training Manual/ presentations would also form part of deliverables
4. The database backup and restoration process properly documented
5. Test Report w.r.t. the following:
 - i. Functionality
 - ii. Security
 - iii. Other
6. It is expected from the service provider that they appoint one full time Project Manager and support team for coordination and interaction with TRTI.

vii. Confidentiality of Information

- The selected Agency shall not share the data of study during the study/till submission of final report, with any other agency.

viii. Deliverables:

- The Agency shall be responsible for preparing reports and factsheets based on the findings from the survey, as per the requirement of TRTI and according to the requirement of survey objectives.
- The agency will also provide clean data in electronic format with all variables, labels and codes included as per the survey questionnaires.
- A detailed technical report should be prepared on the data describing all codes, methodology and other pertinent information.
- The report will cover observations/experiences arising from the survey, deliberations with TRTI team and its advisory/monitoring committee and the methodology employed. Any data removed in the cleaning process other than through clarification with the responding establishment will also be reported.
- This technical report will include rigorous meta-data including descriptions of data, dates of data collection, enumerator information, target population, methods of data collection and relevant information from field reports.
- The report should be submitted within the stipulated time.
- The report covering assignment objectives and all background documentation including computer databases of questionnaires will be the property of the Tribal Research and Training Institute, Pune. Soft copy in a Hard disc and hard copies of above reports and other documents must be submitted to TRTI.
- Final Report in English language - 10 Qty & in Marathi languages - 10 Qty with proper binding & color prints
- Post- Survey Activities - Printed and original signed documents duly received and accepted/approved by the TRTI, as follows: Narrative report to the TRTI on the outcome of the survey including issues encountered throughout the project. Hard copy and electronic form (in .pdf, .doc or .xlsx as applicable) of documents and other materials used in the survey. Written response to the inquiries as needed.

ix. Contents of Final Report of Benchmark Survey:

1. There should be one chapter on literature review of all scheduled tribes regarding socio-economic development, health, education, migration etc. (Secondary Data from Census, NFHS etc.)
2. There should be one chapter on Nandurbar district. (Geography, Population, Culture, Scheduled Tribes etc.)
3. Separate chapter of tables/charts/ Interpretation based on analysis of collected data from each questionnaire/schedule (Household Que, Gavpatrak, Padapatrak etc.)
4. All Questions from each Questionnaire should be analyzed & interpreted instead of that There should be detailed tables/ Interpretation on following Points /Indicators

Sr. No.	Points/Indicator	Details (tables/charts/ Interpretation)
1.	Scheduled Tribes Population Details	1. As per Tehsil/village 2.As per age group (0-6, 6 to 14 etc) 3. As per Gender 4. As per Scheduled Tribes. 5. Sex Ratio (Scheduled Tribe/ Tehsil)
2.	Education Details	1. Education attainment; school, higher secondary and Higher education (Public/Private) 2.As per Gender 3. As per Scheduled Tribes 4. literacy Rate. 5. Tribe wise reasons of drop out etc.
3.	Occupation	1. As per Gender/age group 2. As per Scheduled Tribes 3. Tribe/gender wise occupation details (Farmers, Non farm business or interprises, Employment- Regular salaried, wage labour etc) 4. Employment in year. 5.MGNREGA etc.
4.	Migration	1. Migration Period/Place (State/district) 2. Age group of migrated people 3. Scheduled Tribes wise migration 4. Tehsilwise migration etc 5. Reasons of migration
5.	Health	1. Access to health facilities 2.Maternal and Child Health 3.Child and Infant Mortality etc.
6.	Govt. Schemes	1.Access to present schemes 2. Tribe wise access 3. Problems faced 4. Based on this information recommendations for reforms of Present schemes and new schemes etc.
7.	Land	1. Tehsil wise land holding 2. Tribe wise land holding 3. Usage of the land 4.Claim for forest right /Fra holder etc.

5. As per above table Village Questionnaire & Pada Questionnaire should be analysed.

6. Comparative analysis (Tehsilwise, Genderwise, tribe wise etc.)should be done and the findings should be included accordingly.

7. Report should contain proper Conclusions and Recommendations as per given objectives.

X. Duration:

The final analyzed study report should be submitted within 8 Months from the date of signing the contract. However, in case of contingency of major changes happening in external environment of laws, regulations etc., which may have the effect of altering or making irrelevant the conclusions/findings of the Report to be submitted by the Agency, TRTI, at its sole discretion, may consider extension of the project period in accordance with the new circumstance, with Hon'ble Commissioner, TRTI Pune approval.

GENERAL TERMS AND CONDITIONS

- A. TRTI reserves the right not to accept bid(s) from agencies resorting to Unethical practices or on whom investigation/enquiry proceedings have been initiated by Government investigating Agencies & Vigilance Cell.
- B. TRTI is not bound to accept any bid under this process or to assign any reason for non-acceptance. TRTI reserves its right to accept the bid in part or in full.
- C. TRTI reserves the right to summarily reject an offer received from any agency (ies), without any intimation to the bidder(s).
- D. TRTI reserves the right to withdraw/cancel the bid document partially or completely at any stage.
- E. TRTI reserves the right to seek any clarification or waive any infirmity that it deems fit from a bidder.

Termination of the Bid Process

TRTI reserves the right to accept or reject any proposal, and to annul the bidding process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for its action.

Arbitration

In case of any dispute TRTI may appoint an arbitrator, which will be accepted by the agency. The decision of the arbitrator will be final and binding on both the parties. The jurisdiction of the court will be Pune (Maharashtra).

Indemnification Clause

"That the selected agency shall keep TRTI indemnified and harmless against all claims, damages, dues, payments, fines, penalties, compensations, liabilities other losses etc. which may incur on account of non-compliance or violation by the selected agency or otherwise.

Validity of the Contract

The subsequently issued Contract shall have a term effective from the date of award of the contract/ tender till the completion of **8 Months**.

Implementation Model with Timelines & Payment Schedule-

Selected bidder need to follow the below tentative timeline with deliverable strictly.

Sr. No.	Activity	Time-line	Any deliverable
1	Signing of Agreement/MOU	T1- Date of signing of the Agreement/MOU	Signing of Agreement/MOU
2	Development of app, Recruitment & Training of Investigator. Detailing out the methodology, field survey plan and other relevant research tools.	T1+60 Days	Development of app
3.	Completion of field Survey	T1+180 Days	Complete Benchmark Survey
4.	Submission of Draft Report- (Including analysis of secondary and primary data in line with the scope of work as defined above)	T1+ 210 Days	Draft Report
5	Submission of Final Report incorporating all the feedback and suggestions given by TRTI	T1+240 Days	Final Report

Payment Schedule -

Sr. No.	Project Activity	Payment
1.	On Signing of Agreement/MOU	20%
2.	After Development of Mobile App, Recruitment & Training of Investigator/Supervisor	30%
3.	After completion of Benchmark Survey 1. Household listing 2. Household Questionnaire 3. Village Questionnaire 4. Pada (Tribal Hamlet) Questionnaire	30%
4.	On Submission of Draft Report	10%
5.	On submission and acceptance of Final Report	10%

- ✓ The agency request for payment shall be made to TRTI in writing, accompanied by an invoice describing, as appropriate, the milestone or milestones, delivered along with utilization report for each application and other necessary reports/documents.
- ✓ Payments shall be made by TRTI, after submission of a valid invoice along with after submitting required documents by the bidder.
- ✓ Payment for invoice raised by the bidder for milestone/milestones shall be made only after satisfactory completion of milestones approved by competent authority of TRTI
- ✓ All the payments shall be made only in INR.

3. BIDDING PROCEDURE

3.1 SUBMISSION PROCEDURE

Technical Bid: Bidders shall submit their bid online at <https://mahatenders.gov.in>

3.2 NUMBER OF PROPOSALS

3.2.1. Each Bidder shall submit only one (1) Proposal, in response to this RFP. Any Bidder who submits or participates in more than one Proposal shall be disqualified.

3.3 PROPOSAL PREPARATION COST

3.3.1. The Bidder shall be responsible for all costs associated with the preparation of its Proposal and its participation in the bidding process. TRTI will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the bidding process.

3.4 RIGHT TO ACCEPT OR REJECT

3.4.1 TRTI may reject a proposal at any stage if it is found that the Company recommended for award has indulged in corruptor fraudulent activities in competing for the contract in question, and may also declare a Agency ineligible or blacklist the Agency, either indefinitely or for a stated period of time, if at any time it is found that the Company has engaged in corrupt or fraudulent practices in competing for, or in executing, the contract.

3.4.2 Not with standing anything contained in this RFP, TRTI reserves the right to accept or reject any Proposal and to annul the bidding process and reject all Proposals at any time, without any liability or any obligation for such acceptance, rejection or annulment, without assigning any reasons.

3.4.3 TRTI, Pune reserves the right to reject any Proposal if at any time if a material misrepresentation made by a Bidder at any stage of the bidding process is discovered.

3.5 CLARIFICATIONS

A prospective Bidder requiring any clarification on the RFP may notify TRTI, Pune in writing or by email to TRTI within such date as specified in RFP Time Schedule. At its sole discretion, TRTI may upload its response to such queries through e-mail or letter or on website.

3.6 AMENDMENTS TO RFP

At any time prior to the Proposal Due Date, as indicated in the RFP Time Schedule, TRTI may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, amend the RFP by the issuance of Addendum / Corrigendum. Such Addendum / Corrigendum would be posted only on <https://mahatenders.gov.in/> or <https://trti.maharashtra.gov.in/>.

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In order to afford Bidders reasonable time to take the Addendum/ Corrigendum into account, or for any other reason, TRTI may, at its discretion, extend the Proposal Due Date.

3.8 LANGUAGE AND CURRENCY

3.8.1. The Proposal and all related correspondence and documents shall be written in English language. Supporting documents and printed literature furnished by the Bidder with the Proposal may be in any other language provided that they are accompanied by an appropriate translation in English language. Supporting materials that are not translated into English may not be considered. For the purpose of interpretation and evaluation of the Proposal, the English language translation shall prevail. The currency for this bid is Indian Rupee. All the quotes should be in Indian Rupees.

3.9 BID SECURITY

3.9.1. Proposals would need to be accompanied by a 'Bid Security' (EMD) for an amount of Rs. 2,00,000/- (Rupees Two Lakh Thousand Rupees only). The Bid Security shall be kept valid throughout the Proposal Validity Period and would be required to be extended if so required by TRTI.

3.9.2. The Bid Security shall be in the form of Online in favor of the Tribal Research and Training Institute, Pune.

3.9.3. The Bid Security shall be returned to the unsuccessful Bidders within a period of two (2) weeks from the date of signing of Agreement between TRTI, Pune and the Successful Bidder.

3.9.4. The bid security of the successful bidder will be automatically turned in to security deposit at the time of allotment of tender will be refunded along with the final payment.

3.9.5. The Bid Security shall be forfeited in the following cases:

- If the Bidder withdraws its Proposal;
- If any information or document furnished by the Bidder turns out to be misleading or untrue in any material respect.

3.10 BIDDER'S RESPONSIBILITY

3.10.1 The Bidder is expected to examine carefully the contents of all the documents provided. Failure to comply with the requirements of RFP shall be at the Bidder's own risk.

3.10.2 It shall be deemed that prior to the submission of Proposal, the Bidder has:

- a) Made a complete and careful examination of terms & conditions/ requirements, and other information set forth in this RFP document.
- b) Received all such relevant information as it has requested from TRTI, Pune; and
- c) Made a complete and careful examination of the various aspects of the Assignment.

TRTI shall not be liable for any mistake or error or neglect by the Bidder in respect of the above.

3.11 CORRESPONDENCE/ENQUIRY

All correspondence/enquiries should be submitted to the following in writing by registered post / courier:

Commissioner
Tribal Research & Training Institute,
Pune 28, Queen's Garden, Pune - 411001,
Email: dydir1.trti@gmail.com

No interpretation, revision, or other communication from TRTI regarding this RFP is valid unless it is in writing and is signed by the Authority.

3.12 FORMAT AND SIGNING OF PROPOSAL

3.12.1 Bidders would provide all the information as per this RFP and in the specified format. TRTI reserves the right to reject any Proposal that is not in the specified format.

3.12.2 The Proposal and its copy shall be typed or printed and the Bidder shall initial each page. The person(s) signing the Proposal shall initial all the alterations, omissions, additions, or any other amendments made to the Proposal.

3.13 PROPOSAL DUE DATE

3.13.1. Proposals should be submitted as per information provided in this RFP.

3.13.2. TRTI, Pune at its sole discretion; accept any Proposal(s) after Proposal Due Date. Any such Proposal/s accepted shall be deemed to have been received by the Proposal Due Date.

3.14 TEST OF RESPONSIVENESS

3.14.1. Prior to evaluation of Proposals, TRTI will determine whether each Proposal is responsive to the requirements of the RFP. A Proposal shall be considered responsive if;

- a) it is received on the respective Proposal Due Date;
- b) It is accompanied with the 'Bid Security' amount as set out in RFP Document.
- c) It is signed, sealed, and marked as stipulated in RFP Document.
- d) It contains the information and documents as requested in the RFP;
- e) It contains information in the form and formats specified in the RFP;
- f) It mentions the validity period as set out in this document;
- g) It provides the information in reasonable detail. ("Reasonable Detail" means that, but for minor deviations, the information can be reviewed and evaluated by TRTI. TRTI reserves the right to determine whether the information has been provided in reasonable detail or not;

3.14.2. There are no inconsistencies between the Proposal and the supporting documents. A Proposal that is substantially responsive is one that conforms to the preceding requirements without material

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Final

deviation or reservation. A material deviation or reservation is one which,

- a) affects in any substantial way, the scope, quality, or performance of the Assignment, or
- b) limits in any substantial way, inconsistent with the RFP document, TRTI's rights or the Bidder's obligations under the Agreement, or
- c) Unfairly affects the competitive position of other Bidders presenting substantially responsive Proposals.

3.14.3. TRTI reserves the right to seek clarification or reject any Proposal which in its opinion is nonresponsive and no request for modification or withdrawal shall be entertained by TRTI in respect of such proposal.

3.15 CONFIDENTIALITY

Information relating to the examination, clarification, evaluation and recommendation for the Qualified Bidders would not be disclosed to any person not officially concerned with the process. TRTI, will treat all information submitted as part of the Proposal in confidence and will ensure that all those who have access to such material to treat it in confidence. TRTI, Pune would not divulge any such information unless ordered to do so by any statutory authority that has the power under law to require its disclosure.

3.16 CLARIFICATIONS

To assist in the process of evaluation of Proposals, TRTI may, at its sole discretion, ask any Bidder for clarification on its Proposal or substantiation of any of the submission made by the Bidder.







3.17 CONSULTANT(S) AND ADVISOR(S)

To undertake 'Bid Process Management' and to assist in the preparation of bid notifications, documents, examination, evaluation, and comparison of proposals, TRTI shall utilize the services of consultant(s) or advisor(s).

3.18 MODIFICATION/SUBSTITUTION/WITHDRAWAL OF PROPOSAL

The Bidder may modify, substitute or withdraw its Proposal after submission, provided that a written notice of the modification, substitution or withdrawal is received by TRTI before the Proposal Due Date. No Proposal shall be modified, substituted or withdrawn by the Bidder after the Proposal Due Date.

PROPOSAL EVALUATION

The Qualification Submissions of the Bidders would be checked for responsiveness with the requirements of the RFP and shall be evaluated as per the Criteria set out in RFP.

3.19 DELCARATION OF SUCCESSFUL BIDDER

- 3.22.1 TRTI may either choose to accept the Proposal of the successful tenderer or invite him for negotiations.
- 3.22.1 Upon acceptance of the Proposal of the tenderer technically qualified with QCBS Criteria, with or without negotiations, TRTI shall declare the tenderer as the Successful Bidder.
- 3.22.1 In case two or more bidders quote equal in financial bid, then the bidder scoring higher in the technical bid evaluation shall be declared successful.

3.20 NOTIFICATIONS

TRTI will notify the Successful Bidder by a Letter of Award (LoA) that its Proposal has been accepted and that the bidder is selected for the tasks mentioned in this RFP and any subsequent notices, corrigendum etc.

3.21 TRTI's RIGHT TO ACCEPT OR REJECT PROPOSAL

- 3.22.1 TRTI reserves the right to accept or reject any or all of the Proposals without assigning any reason and to take any measure as it may deem fit, including annulment of the bidding process, at any time prior to award of the Assignment, without liability or any obligation for such acceptance, rejection or annulment.
- 3.22.2 TRTI reserves the right to invite revised Proposals from Bidders with or without amendment of the RFP at any stage, without liability or any obligation for such invitation and without assigning any reason.
TRTI, Pune reserves the right to reject any Proposal if at any time:
 - I. A material misrepresentation made at any stage in the bidding process is uncovered; or

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II. The Bidder does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the Proposal.

3.22.3 This would lead to the disqualification of the Bidder. If such disqualification / rejection occur after the Proposals have been opened and the Successful Bidder gets disqualified/ rejected, then TRTI, Pune reserves the right to:

3.22.4 declare the Bidder receiving the next highest score as the successful bidder and where warranted, invite such Bidder to equal or better the score secured by such disqualified Successful Bidder; or

3.22.5 Take any such measure as may be deemed fit in the sole discretion of TRTI, including annulment of the bidding process.

Notification of award

Post a successful evaluation of the proposals received under this bid process, TRTI, Pune shall intimate the successful bidder, by way of a Letter of Intent inviting him to furnish the requisite performance bank guarantee and execute the resultant Contract.

Performance Bank Guarantee

The successful bidder shall furnish an unconditional and irrevocable bank guarantee / demand draft, in a format acceptable to TRTI, Pune valid for the contract term, of a value equivalent to 3% of the contract value.

4.1 EVALUATION OF BIDS

4.1.1 EVALUATION PARAMETERS

TRTI will evaluate the bids determined to be substantially responsive i.e., which

- a. Are properly signed;
- b. Conform to the terms and conditions & technical specifications.

Thereafter, the substantially responsive bidders shall be evaluated for qualifying the minimum eligibility criterion.

The Bidder with the highest combined technical cum financial score in the ratio of 80:20 shall be selected

The Bid Security shall be released to the Agency after completion of the contract







4.2 TECHNICAL QUALIFICATION

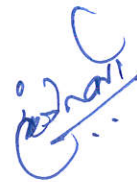
For a bid to be considered as responsive under this bid process, a bidder must meet the following criteria:

Sr. No	Technical Pre -Qualification criteria	Documentary Proof
1	The bidder shall be: company/proprietor/partnership firm registered for this purpose under any Law/Act of Govt. of India since last 3 years, OR An LLP firm registered under The LLP Act 2008 since last 3 years	Certificate of Incorporation/ Registration / Registration / or any equivalent certify/ any Supporting documentary evidence OR LLP firm registered certificate
2	The Bidder shall have an average annual turnover of overall business of minimum Rs. 2.5 Cr. for last three financial years (2019-20,2020-21,2021-22)	Certificate duly signed by Statutory Auditor of the Bidder or Certified Chartered Accountant for average annual Turnover) for last 3 financial years FY 2019-20,2020-21,2021-22).
3	The bidder should have positive net worth as per the audited consolidated financial statements in each of the last three financial years	Audited Balance sheet and Profit & Loss account statement of the Bidder for each of the last 3 audited financial years (FY 2019-20, 2020-21, 2021-22).
4	The Bidder Should not have been blacklisted by any Central/State Government Organization or Department in India at the time of submission of the bid for fraudulent or corrupt practices.	An Affidavit on Rs.100/- (Rupees One Hundred only) stamp paper signed by the Authorized Signatory of the Bidder as per attached Annexure-4
5	The bidder shall have a valid GST number as on last date of submission	Copy of GST registration certificate signed by bidder's authorized signatory
6	The bidder shall have a valid PAN number as on last date of submission.	Copy of PAN registration certificate signed by bidder's authorized signatory
7	The Bidder should have made a payment INR 20,000/- (Rupees Twenty Thousand only) including GST.	Proof of Tender form fee payment of INR 20,000/- (Rupees Twenty Thousand only) including GST (non-refundable) by payment gateway online/RTGS/NEFT/ECS must be furnished.
8	The Bidder should have submitted an Earnest Money Deposit of INR 2,00,000/- (Rupees Two Lakh Only)	Earnest Money Deposit must be paid through Online Payment via net banking mode.

Note:

A) All the scanned copies of certificates/documents attached with the tender should be stamped and signed by authorized person of the Bidder otherwise the tender is liable to be treated as INVALID. Also, all the documents on stamp papers should be invariably duly attested by Notary Public otherwise the tender is liable to be treated as INVALID. Also need to produce original certificates/documents during scrutiny stage, if asked by concerned Tendering Authority.

B) In case, Bidder has misrepresented or submitted any fraudulent information, samples, etc. regarding qualification criteria, the bid of the corresponding bidder would be rejected. EMD of that bidder shall be forfeited and necessary legal actions shall be initiated against such bidder.



4.3 TECHNICAL BID EVALUATION

The Bidder shall be evaluated on the following parameters:

Sr No	Evaluation Criteria	Maximum Marks	Documents								
	<p>The Bidder shall have an average annual turnover of overall business of minimum INR 2.5 Cr. for last three financial years (FY 2019-20, 2020-21, 2021-22)</p>	<table border="1"> <thead> <tr> <th>Turnover</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>≥ 2.5 Cr to 3.5 Cr</td> <td>10</td> </tr> <tr> <td>>3.5 Cr to 4.5 Cr</td> <td>15</td> </tr> <tr> <td>>4.5Cr</td> <td>20</td> </tr> </tbody> </table>	Turnover	Marks	≥ 2.5 Cr to 3.5 Cr	10	>3.5 Cr to 4.5 Cr	15	>4.5Cr	20	<p>Certificate duly signed by Statutory Auditor of the Bidder or Certified Chartered Accountant for average annual Turnover) for last 3 (FY 2019-20, 2020-21, 2021-22)</p>
Turnover	Marks										
≥ 2.5 Cr to 3.5 Cr	10										
>3.5 Cr to 4.5 Cr	15										
>4.5Cr	20										
	<p>The Bidder shall have experience from the Private sector or the Government in similar or relevant nature of work (i.e., preparation of survey, data encoders, etc., conduct of survey, collection and analysis of data, and reporting of survey results)</p>	<table border="1"> <thead> <tr> <th>No of Projects</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>1 Project</td> <td>5</td> </tr> <tr> <td>2-3 Projects</td> <td>10</td> </tr> <tr> <td>Above 3</td> <td>15</td> </tr> </tbody> </table>	No of Projects	Marks	1 Project	5	2-3 Projects	10	Above 3	15	<p>Copy of Work Order Copy of Completion Certificate issued by client Letter from Client- In case the project is ongoing.</p>
No of Projects	Marks										
1 Project	5										
2-3 Projects	10										
Above 3	15										
	<p>Quality of personnel to be assigned to the project</p>	<p>Project Director (1) Minimum qualification Graduate of any bachelor's degree social sciences, / Economics / Statistics / Public Policy or other related fields -At least seven (7) years of experience in survey design and implementation and maximum qualification Ph.D degree including minimum 3 years research experience -At least 24 hours of relevant training 10 Marks</p> <p>Statistical Analyst (1) -Graduate of any bachelor's degree in Statistics or other related fields -At least Three to five years of experience in statistical techniques -At least 24 hours of relevant training 10 Marks</p> <p>Field coordinator (Min 4) - Graduate of any bachelor's degree - At least two (2) years of experience in managing the conduct of surveys - With at least 24 hours of relevant training 10 Marks</p>	<p>Attach CV's of Staff Aslo undertaking of capacity to provide /recruit minimum 100 investigator within 1 month of contract</p>								

	<p>Certification -</p> <ul style="list-style-type: none"> - ISO 9001-2015: Quality management systems (5 Marks) 	5 Marks	Certificates for the same
	<p><i>Understanding of the Objectives and Key Functionalities required to Conduct the the Bench Mark Survey with Technical Presentation.</i></p> <ul style="list-style-type: none"> - Background of the Bidder - Clarity of Understanding of the Project requirements & risks and Walk-through of the proposal in the presentation - Approach and Methodology and Detailed explanation of overall project plan - Technical approach, - Work Plan with Timeline, - Project organization and availability of experts - Relevant Experience along with Online Mobile app Demonstration of the proposed benchmark survey - Turnkey Project Implemented 	30 Marks	Write up with page limit of 20 pages & Presentation to the Committee

Note: - Those Bidders who have secured a minimum of 70 Marks in the Technical Evaluation shall be eligible for opening of financial proposal. The Financial Proposals of Bidders who do not qualify technically shall be kept unopened in the e-Tendering system. TRTI, Pune reserve the right to accept or reject any or all bids without giving any reasons thereof.

FINANCIAL BID

A break-up amount to be quoted by the application service provider as per the Performa in Annexure 5 of RFP Document.

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.

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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	Technical Score (X) = [Technical Marks gained by Respective Bidder / Higher Technical Marks secured by Bidder] X 100	Applying weightage of 80% to the TS (X)
Bidder 1	95	$X = [95/95] \times 100 = 100.00$	$100 * 0.8 = 76.00$
Bidder 2	87	$X = [87/95] \times 100 = 91.58$	$91.58 * 0.8 = 73.26$
Bidder 3	68	$X = [68/95] \times 100 = 71.58$	Will not be assessed
Bidder 4	79	$X = [79/95] \times 100 = 83.16$	$83.16 * 0.8 = 66.53$

* 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	$110000/150000 * 100 = 73.33$	$73.33 * 0.20 = 14.66$
Bidder 2	130000	$110000/130000 * 100 = 84.61$	$84.61 * 0.20 = 16.92$
Bidder 4	110000	$110000/110000 * 100 = 100$	$100 * 0.20 = 20.00$

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 after applying 80% weightage	Financial Score after applying 20% weightage	CTFS = TS+FS
Bidder 1	76.00	14.66	94.66 (H1)
Bidder 2	73.26	16.92	90.18 (H2)
Bidder 4	66.53	20.00	86.53 (H3)

***Contract would be awarded to Bidder 1**

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					

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.

- a. Only fixed price financial bids indicating total price for all the deliverables and services specified in this bid document will be considered.
- b. The bid price will include all taxes and levies and shall be in Indian Rupees and mentioned separately.
- c. Any conditional bid would be rejected.
- d. Errors & Rectification: Arithmetical errors will be rectified on the following basis: "If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail".

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.

ANNEXURE - 1

FORMAT FOR COVERING LETTER-CUM-ASSIGNMENT UNDERTAKING

(On the Letterhead of the Bidder)

To,

Hon'ble Commissioner,
Tribal Research & Training Institute,
28, Queen's Garden,
Pune, 411001

Date:

Ref: - Submission of the Technical bid for Selection Agency for Conducting Benchmark Survey of all Scheduled Tribes in Nandurbar District

Reference: Tender No. Dated

Dear Sir,

We, the undersigned, offer to conduct Benchmark Survey of all scheduled Tribes in Nandurbar District for a period of 8 months with your Request for Proposal dated <insert date>. We are hereby submitting our Proposal, which includes this technical bid and the Financial Bid uploaded on the Maha-tender portal (<https://mahatenders.gov.in>).

We hereby declare that all the information and statements made in this technical bid are true and accept that any misinterpretation contained in it may lead to our disqualification.

We undertake, if our Proposal is accepted, to initiate the Implementation services related to the assignment.

We agree to abide by all the terms and conditions of the RFP document. We would hold the terms of our bid valid for <90> days as stipulated in the RFP document.

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

Name of the Bidder:

Signature of Authorized

Signatory:Name of the

Authorized Signatory

Annexure 1A: General profile of the company

Sr No	Particulars	Details
1	Name of the Organization	
2	Type of Organization (Pvt. Ltd/ Public Ltd. etc.)	
3	Country of Registered Office	
4	Address of Registered Office with Telephone Nos., Fax, E-mail, and website	
5	Company Registration Details	
6	Date of Incorporation (with document evidence for Certificate of Incorporation)	
7	GST Registration Number (with document evidence)	
8	PAN No (with documental evidence)	
9	Average Turnover for last three years (CA certified audited Statements to be submitted in company letter head with signature of authorized signatory) FY 2019-2020 FY 2020-2021 FY 2021-2022	
10	Standalone financial Audited balance sheets & Profit /loss statement, Statutory Auditor's Report, Notes to Accounts and Schedules forming part of accounts to be submitted	
11	Certificate of non-blacklisting - To be submitted in company letter head with signature of authorized signatory	

Name of the Bidder:

Signature of Authorized

Signatory:Name of the

Authorized Signatory



ANNEXURE- 2
Past Work Experience Format

(To be given by the Bidder on its letter head)

Date:

To,

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

Ref: - Submission of the Technical bid for Selection to conduct Benchmark Survey
of All Scheduled Tribes in Nandurbar District

Reference: Tender No. Dated

Dear Sir,

With regards to above tender please find below past work experience for your technical
evaluation.

Relevant project experience	
General Information	
Name of the project	
Client for which the project was executed	
Name and contact details of the client	
Project Details	
Description of the project	
Scope of services	
Technologies used	
Outcomes of the project	
Current status of the project	
Total cost of the project	
Total cost of the services provided by the bidder	
Duration of the project (no. of months, start date, completion date, current status)	

Name
Designation
Signature of the Authorized signatory
Address
Telephone
Fax
E-mail address

31/3/2017

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Signature

ANNEXURE- 4

Declaration of Non-Blacklisting

(An Affidavit on Rs.100/- stamp paper signed by the Authorized Signatory of the Bidder)

Date:

To,

Hon'ble Commissioner,
Tribal Research & Training
Institute,28 Queen's Garden,
Pune, - 411001

Subject: Declaration for not being under an ineligibility for corrupt or fraudulent practices or blacklisted with any of the Government or Public Sector Units in India

Ref: - Submission of the Technical bid for Selection to conduct Benchmark Survey of All Scheduled Tribes in Nandurbar district

Reference: Tender No. Dated

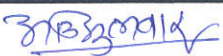
Sir/ Madam,

We, the undersigned, hereby declare that We are not under a declaration of ineligibility / banned / blacklisted by any State or Central Government / any other Government institutions in India for fraudulent or corrupt practices as on last date of submission of the Bid or convicted of economic offence in India for fraudulent or corrupt practices as on last date of submission of the Bid.

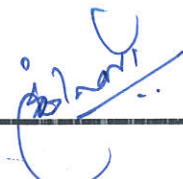
Thanking you,

Yours faithfully

Name
Designation
Signature of the Authorized signatory
Address
Telephone
Fax
E-mail address







**ANNEXURE- 5
Financial Proposal Cover (BOQ)**

To,

Hon'ble Commissioner,
Tribal Research & Training
Institute, 28 Queen's Garden,
Pune, - 411001

Subject: Submission of the financial bid for - Selection to conduct Benchmark Survey of all Scheduled Tribes in Nandurbar District.

Ref: - Tender Document for Selection to conduct Benchmark Survey of all Scheduled Tribes in Nandurbar District
Reference: Tender No. Dated

Dear Sir/Madam,

We, the undersigned, offer to conduct Benchmark Survey of all Scheduled Tribes in Nandurbar District in accordance with your RFP dated <<Date>> and our Proposal (Technical and Financial Proposals).

PRICE AND VALIDITY

All the prices mentioned in our Tender are in accordance with the terms as specified in the RFP documents. All the prices and other terms and conditions of this Bid are valid for a period of 90 calendar days from the date of opening of the Bid.

TENDER PRICING

We further confirm that the prices stated in our bid are in accordance with your Instruction to Bidders included in Tender documents.

1. It is mandatory to submit the detailed BOQ pricing as part of the financial proposal only. Any bid without detailed pricing BOQ may be rejected.
2. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words shall prevail.

<div style="display: flex; justify-content: space-between;"> Validate Print Help </div> <p align="center">Item Rate BoQ</p> <p>Tender Inviting Authority: Commissioner, Tribal Research & Training Institute, Pune</p> <p>Name of Work: Request for Proposal (RFP) for Selection of Agency for Conducting Benchmark Survey of all Scheduled Tribes in Nandurbar District</p> <p>Contract No:</p>						
Name of the Bidder/Bidding Firm / Company						
PRICE SCHEDULE						
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)						
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder Rs. P	TOTAL AMOUNT Without Taxes	TOTAL AMOUNT In Words
1	2	4	5	13	53	55
1	Conducting Benchmark Survey of all Scheduled Tribes in Nandurbar District					
1.01	Selection of Agency for Conducting Benchmark Survey of all Scheduled Tribes in Nandurbar District (Approx. 300000 Surveys)	1.000	Nos		0.000	INR Zero Only
Total in Figures					0.000	INR Zero Only
Quoted Rate in Words					INR Zero Only	

Signature

9

Signature

We hereby declare that our Tender is made in good faith, without collusion or fraud and the information contained in the Tender is true and correct to the best of our knowledge and belief. We understand that our Tender is binding on us and that you are not bound to accept a Tender you receive.

Yours sincerely,

Name

Designation

Signature of the Authorized
signatory

Address

Telephone

Fax

E-mail address

31/03/2014

②

Handwritten signature

