

**GOVT. OF ASSAM**  
**DIRECTORATE OF SOCIAL WELFARE**  
**UZANBAZAR**  
**GUWAHATI-781001**

**REQUEST for PROPOSAL:-**


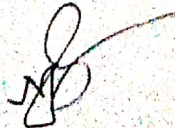
It is the vision of the Government to have an inclusive society in which equal opportunities and access is provided for the growth and development of Persons with Disabilities (PwDs) to lead productive, safe and dignified lives. In this direction, the Department of Empowerment of Persons with Disabilities (DEPWD), Ministry of Social Justice & Empowerment has launched the "Accessible India Campaign (Sugamya Bharat Abhiyan)" as a nation-wide flagship campaign for achieving universal accessibility for PwDs.

2. One of the targets under the objective of enhancing the proportion of accessible government buildings under nation-wide Accessible India Campaign is to conduct accessibility audit of most important government buildings and converting them into fully accessible buildings. Access audits are an important means of ensuring accessibility and must cover all stages of the process of planning, design, construction, maintenance and monitoring and evaluation.

3. Govt. buildings as per details at Annexure 'A' are proposed to be audited for accessibility in Guwahati city in Phase-II of the Accessible India Campaign as per the attached term and conditions.

**The terms and conditions of allocations are given as under:-**

- (i) The financial evaluation of bids shall be carried out floor wise cost only.
- (ii) The bidders shall submit bid for all the buildings/ infrastructure, including cost for each building in a category.
- (iii) A partial bid submitted for some of the buildings/ infrastructure will not be considered and will be summarily rejected without any further correspondence.
- (iv) The bid must be made keeping in mind that the listed buildings / infrastructure shown in Annexure- A are being considered as single units. For example, a Secretariat/ complex /university/ premises may include multiple buildings within the premises. In such cases, the bid is to be made for the entire complex / secretariat as one unit. Details of cost (building-wise) breakup shall be shown separately.
- (v) The bid is to be made for the entire building / infrastructure as a single unit irrespective of floors / blocks it may have and not as a separate floor / block.
- (vi) After submission of cost estimation, if the organization is selected, it will not be allowed to withdraw from the access audit by stating some reasons. In such case, the organization will be black-listed.



- (vii) The access audit has to be completed and report is to be submitted within 180 days from the date of work order. The first 20 days will be for liaising and coordination with concerned department. The report shall have to be submitted within balance 160 days.
- (viii) Payment shall be released within **30 days of completion** & submission of access audit report of each building / infrastructure separately and its acceptance by the competent authority.
- (ix) 20% of the bid amount will be deducted for submission of access audit report beyond 7 days later than the deadline and 40% of the bid amount will be deducted, if report is submitted more than 14 days late without any valid reason to be assessed by the Social Welfare Department, Govt. of Assam. The Access Auditor would be blacklisted if the access audit report is not submitted within 220 days.
- (x) The Social Welfare Department, Govt. of Assam reserves the right to reject any bid without assigning any reasons and no further correspondence shall be entertained.

**Special Terms and Conditions:** The entire work shall be completed within a maximum period of 220 days from the date of work order.

### **Submission of Proposal**

- (i) Date of release of Tender: 06 /06/2019
- (ii) Last date for Submission of Bids: 28/06/2019; 2 PM
- (iii) Date of opening the Bids: 28/06/2019, Time: 4 PM.
- (iv) Venue: In the Office of the Addl. Chief Secretary, Social Welfare Department, Government of Assam, Janata Bhawan, Dispur, Guwahati – 781006.

*(The Office of the Addl. Chief Secretary, Social Welfare Department, Government of Assam will open all Bids in the first instance in the presence of bidder's representatives who chose to attend, at the time, on the date and at the place specified.)*

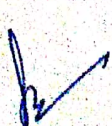
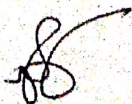
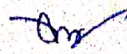
To be submitted to:

**The Director, Social Welfare, Assam, Uzanbazar, Guwahati – 781001**

Proposals being submitted in the English language on the requirements specified by Addl. Chief Secretary, Department of Social Welfare, Govt. of Assam.

Following submission of the proposals and their final evaluation, the Office of the Addl. Chief Secretary, Social Welfare Department, Government of Assam reserves the right to retain unsuccessful proposals. It is the responsibility of the bidder to identify any information of a confidential or proprietary nature contained in its proposal so that it may be handled accordingly. **However, the Office of the Addl. Chief Secretary, Social Welfare Department, Government of Assam cannot guarantee confidentiality.**

The Cost Estimation bids, duly complete in all respects, in sealed covers should reach by **2 PM on 28/06/2019**. Tenders received late will not be considered.


## Scope of work:

Conducting access audit of the identified Government/Public buildings in the capital city of Guwahati under Accessible India Campaign.

## Eligibility criteria:

Empanelled organizations for conducting access audit under Accessible India Campaign.

## Evaluation of Financial bid:

- a. The financial bids shall indicate the cost estimate bid of access audit of selected buildings at Guwahati.
- b. Conditional Bid shall be liable to be rejected.
- c. If there is discrepancy between the price/ information quoted in words and figures, the price/ information in words would be treated as final.

## Payments:

- (i) *Payment shall be released within 30 days of completion & submission of access audit report of each building/ infrastructure separately and its acceptance by the competent authority.*

## Submission of Bid:

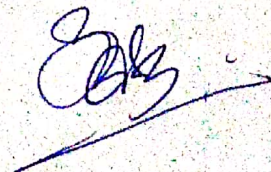
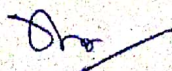
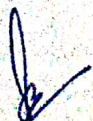
The bidder shall bear all costs associated with preparation and submission of its bid. The Office of the Addl. Chief Secretary, Social Welfare Department, Government of Assam will in no case be responsible or liable for those costs, regardless of the outcome of the tendering process.

## Sealing and marking of Bids:

- i. The bids must be submitted as under:

The envelope shall be sealed and super scribed 'Bid - Addl. Chief Secretary, Social Welfare Department, Government of Assam - Tender for Access Audit under Phase II of Accessible India Campaign at Guwahati' with 2 separate envelopes within the main envelope marked as follows:

- a) "Financial Bid for Access Audit under Phase II of Accessible India Campaign at Guwahati" shall include the cost estimate bid of access audit of selected buildings at Guwahati.
  - b) "Narrative Bid for Access Audit under Phase II of Accessible India Campaign at Guwahati" which shall comprise of the credentials of the tenderer, including all relevant registration documents etc.
- ii. All the envelopes shall indicate the names and addresses of the bidder to enable the bid to be returned unopened in case it is declared late
  - iii. Telex, cable and facsimile bids will be rejected



## **Deadline for submission of Bids:**

- i. Bids must be received by this office at the address given not later than the time and date specified. In the event of the specified date for the submission of bids being declared a holiday for the Office of the Addl. Chief Secretary to Government of Assam, Social Welfare Department, the bids will be received up to the appointed time on the next working day.
- ii. The Addl. Chief Secretary to Government of Assam, Social Welfare Department, may at his discretion extend this deadline for submission of bids by amending the bid documents, in which case all rights and obligations of the Office of the Addl. Chief Secretary, Social Welfare Department, Government of Assam and bidder previously subject to the deadline will thereafter be subject to the deadline as extended.

## **Late Bids:**

Any bid received by this office after the deadline for submission of bids prescribed by the Office of the Addl. Chief Secretary, Social Welfare Department, Government of Assam will not be considered and / or returned unopened to the bidder. The Office of the Addl. Chief Secretary, Social Welfare Department, Government of Assam will not be responsible for any postal delay or non-receipt/ non-delivery of the bid. No further correspondence will be entertained on the subject.

## **Opening of Bids:**

The Addl. Chief Secretary to Government of Assam, Social Welfare Department, will open all Bids in the first instance in the presence of bidder's representatives who chose to attend, at the time, on the date and at the place specified. The bidders' representatives present there, shall sign a register evidencing their attendance. In the event of the specified date of the bid opening being declared a holiday for the Office of the Addl. Chief Secretary, Social Welfare Department, Government of Assam, the bids shall be opened at the appointed time and location on the next working day.

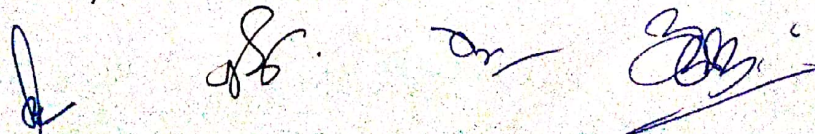
## **Rejection of Proposals and Split Awards:**

The Addl. Chief Secretary to Government of Assam, Social Welfare Department, reserves the right to reject any and all proposals if they are, inter alia:

- Received after the deadline stipulated in the Request for Proposal;
- Not properly marked or addressed as required in the Request for Proposal;
- Delivered to other Office locations than the one required in the Request for Proposal;
- Transmitted by facsimile / email etc.

## **Withdrawals and Modification of Proposals:**

Proposals may be modified or withdrawn in writing, prior to the proposal closing time specified therein. Proposals may not be modified or withdrawn after that time.



**Confidentiality:**

This Request for Proposal or any part thereof, and all copies thereof must be returned to the Office of the Addl. Chief Secretary, Social Welfare Department, Government of Assam upon request. It is understood that this Request for Proposal is confidential and proprietary to the Addl. Chief Secretary, Social Welfare Department, Government of Assam, contains privileged information, part of which may be copyrighted and is communicated to and received by bidders on the condition that no part thereof or any information concerning it may be copied, exhibited or furnished to others without the prior written consent of the Addl. Chief Secretary, Social Welfare Department, Government of Assam. Notwithstanding the other provisions of the Request for Proposal, bidders will be bound by the contents of this paragraph whether or not they submit a bid or responds in any other way to this Request for Proposal.

**Contract:-**

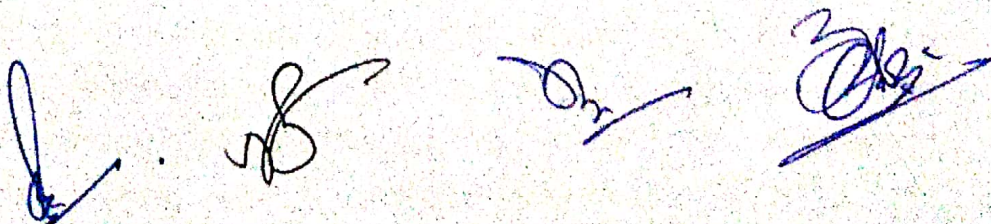
Any contract resulting from this Request for Proposal will include the General Conditions of Contract.

**Contact Person:-**

For further queries you may contact:

Secretary, to Government of Assam, Social Welfare Department, 1<sup>st</sup> Floor, Block C, Janata Bhawan, Dispur, Guwahati – 781006.

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List of 100 Government Building Blocks/Units in respect of 62 Government Offices/ Establishments in Guwahati to be taken up under Phase II of the Accessible India Campaign

Sl. No.	List of buildings
1.	District Courts, Kamrup (Metro) – Chief Judicial Magistrate, M.G.Road, Near Meghdoot Bhawan, Guwahati
2.	District Courts, Kamrup (Metro) – Sessions Judge
3.	Srimanta Sankaradeva Kalashetra, Panjabari
4.	Guwahati Metropolitan Development Authority (GMDA), Bhangagarh, Guwahati
5.	Guwahati Municipal Corporation (GMC), Panbazar
6.	Guwahati Blind School, Basistha
7.	Board of Secondary Education Assam (SEBA), Bamunimaidam
8.	Omeo Kumar Das (OKD) Institute of Social Change and Development, VIP Road, Guwahati
9.	Government Ayurvedic College and Hospital, Jalukbari, Guwahati
10.	Rabindra Bhawan, Directorate of Cultural Affairs, Ambari, Guwahati
11.	Assam State Commission for Women, Beltola, Guwahati
12.	Assam State Social Welfare Board, Beltola, Guwahati
13.	Interstate Bus Terminus (ISBT), Betkuchi, Guwahati
14.	Office of the Addl. DGP, CID, Assam, Ulubari, Guwahati
15.	District Transport Officer (DTO), Betkuchi
16.	Assam State Electricity Board (ASEB), (APDCL) Kahilipara, Near Kahilipara Power House, Kalapahar Sub-Division, Ghy-19
17.	Guwahati Medical College & Hospital (GMCH), Auditorium, Bhangagarh
18.	Assam Higher Secondary Education Council (AHSEC), Bamunimaidam
19.	O/o Circle Officer, Dispur Revenue Circle, Dispur
20.	Assam Forest School, Jalukbari
21.	Office of the Managing Director, Sarba Siksha Abhiyan (SSA), Kahilipara

22.	Directorate of <b>Medical Education</b> , Six Mile
23.	Directorate of <b>Tourism</b> , Guwahati-01
24.	<b>ANM/GNM Nursing School</b> , Narakasur Hill Top, Indrapur, Guwahati-32
25.	<b>Girls Polytechnic</b> , Guwahati, Bamunimaidam, Guwahati-21
26.	O/o Joint Director of <b>Health Services (Leprosy)</b> , Patharquary, Guwahati-71
27.	O/o Joint Director of <b>Health Services</b> , Uzanbazar, Guwahati
28.	Directorate of State Counsel for Education Research & Training, ( <b>SCERT</b> ), Kahilipara
29.	Office of the Principal Chief Conservator of Forest and Head of Forest Force, Panjabari, Assam
30.	Directorate of <b>Dairy Development</b> , Khanapara
31.	<b>Family Welfare Training Institute</b> , Khanapara
32.	Office of the Chief Engineer, <b>PWD (Roads)</b> , Chandmari, Assam
33.	Office of the Chief Engineer, <b>PHE</b> , Hengrabari, Assam
34.	Office of the Executive Engineer, <b>PHE</b> , Bamunimaidam, Assam
35.	Directorate of <b>Inland Water Transport</b> , Assam, Ulubari, Guwahati-7
36.	<b>Assam State Housing Board</b> , R.G. Baruah Road
37.	Directorate of <b>Economics and Statistics</b> , Beltola, Guwahati
38.	Office of the Chief Engineer, <b>Agriculture</b>
39.	Office of the Chief Engineer, <b>Irrigation</b> , Assam
40.	Office of the <b>Labour Commissioner</b> , Gopinath Nagar, Guwahati-16
41.	Office of the Chief Inspector of <b>Factories</b> , Lalungaon, Near Lakhra, Guwahati
42.	Office of the Chief Inspector of <b>Boilers</b> , Guwahati
43.	Directorate of <b>Printing and Stationery</b> , Bamunimaidam, Guwahati-21
44.	<b>District Library</b> , Ambari (Directorate of Library Services)
45.	Directorate of <b>Soil Conservation</b> , R.G. Baruah Road, Guwahati
46.	Commissioner of <b>Taxes</b> , Assam ( <b>Kar Bhawan</b> )
47.	O/o Divisional Commissioner, <b>Lower Assam Division</b> , Pan Bazar, Guwahati-01

48.	Office of the Additional Chief Engineer, Water Research & Management Institute, Basistha, Guwahati- 29
49.	District Employment Exchange, Guwahati
50.	Pharmacy Institute, Narakasur Hilltop, P.O. Indrapur, ghy-32
51.	O/o Director of Land Records & Survey, Rupnagar, Guwahati- 32
52.	O/o Jt Director of Survey, Rajanagar, Dakhingaon, Guwahati-40
53.	Assam Survey & Settlement Training Centre, Dakhingaon, Guwahati-40
54.	O/o Registrar of Cooperative Societies, Khanapara
55.	Office of the Chief Engineer, PWD (Buildings), Chandmari, Assam
56.	PWD Office Complex, Fancy bazaar
57.	Directorate of Archives, Dr RP Rd, Ganesh Mandir, Dispur, Guwahati-06
58.	Directorate of Municipal Administration, Hengrabari
59.	O/o the Inspector General Prisons, Assam Prison Headquarters, Khanapara, Guwahati-781022
60.	K.K. Handique Open University, Rani
61.	O/o Commissionerate of Transport, Paribahan Bhawan, Jawahar Nagar, Khanapara, Guwahati-22
62.	O/o Commissioner, Industries & Commerce, Bamunimaidam

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