

# **NATIONAL AYUSH MISSION, ASSAM**

## **EXPRESSION OF INTEREST (EOI)**

### **FOR**

#### **JIVADHARA PROGRAMME (IMPARTING YOGA TO SPECIALLY ABLE CHILDREN UNDER NATIONAL AYUSH MISSION ASSAM**

**Issue of EOI Documents:** 02.06.2023  
**Last date for submission of the EOI:** 22.06.2023 upto 16:00 Hrs

**National AYUSH Mission, Assam  
3<sup>rd</sup> Floor, Saikia Commercial Complex, Shree Nagar Path  
Christianbasti, Guwahati - 05  
E-mail: [namassam15@gmail.com](mailto:namassam15@gmail.com)**

## **SCHEDULE OF EOI PROCESS**

<b>Events</b>	<b>Date</b>
Date of Advertisement	02.06.2023
Availability of EOI Documents	02.06.2023 to 22.06.2023
Pre-Bid Meeting	15: 00 hrs. 06.06.2023
Date of Starting of Submission of EOI	From 16:00 hrs. 06.06.2023
Due Date / last date for submission of EOI	22.06.2023 upto 16:00hrs
Opening of Technical Bids	23.06.2023at 14.00 hrs
Address for communication	Office of the National AYUSH Mission, Assam, 3 <sup>rd</sup> Floor, Saikia Commercial Complex, Shree Nagar Path, Christian basti, Guwahati – 781005



GOVT. OF ASSAM

**OFFICE OF THE NATIONAL AYUSH MISSION, ASSAM**

3<sup>rd</sup> FLOOR, SAIKIA COMMERCIAL COMPLEX, SREE NAGAR PATH, CHRISTIAN BASTI, GUWAHATI – 05  
Phone: +91 361 2230334, Email: [namassam15@gmail.com](mailto:namassam15@gmail.com)

No: NAM/JIV-SCH/2016/137/Pt/34

Date: 01/06/2023

**NOTICE INVITING REQUEST FOR EXPRESSION OF INTEREST (EOI)**  
**For Jivadhara programme (Imparting Yoga to Specially abled children)**  
**under National AYUSH Mission Assam**

National AYUSH Mission, Assam invites Technical Bids from eligible intending NGO/Agencies affixing non-refundable court fee stamp of Rs.8.25/- (Rupees Eight and Twenty Five Paise only) for running Jivadhara programme (Imparting Yoga to Specially abled children) under National AYUSH Mission Assam.


The terms and conditions and details of bids will be available in the EOI documents which can be downloaded from the Tender Section of official website of AYUSH Assam (<https://ayush.assam.gov.in>) and Assam State Public Procurement Portal (<https://sppp.assam.gov.in>) w.e.f. **02.06.2023** to **22.06.2023**. An amount of **Rs.1000.00** (Rupees One Thousand Only) is to be paid as **EOI Document Fee** (non-refundable) at the time of submission of bid documents in the form of Demand Draft drawn on any Nationalized/ Scheduled Bank of India in favour of **“National Ayush Mission, Assam”** payable at Guwahati.

Last date for submission of EOI:

**22.06.2023 up to 16:00 hrs**

Opening of Technical Bids:

**23.06.2023 at 14.00 hrs**


  
Director AYUSH &  
Member Secretary (EB)  
State AYUSH Society

National AYUSH Mission, Assam

Memo No: NAM/JIV-SCH/2016/137/Pt/ 34-A

Date: 01/06/2023

1. The Principal Secretary to the Govt. of Assam, Health & FW Department, Dispur, Guwahati-6 for kind information.
2. The Director of Information & Public Relations, Assam, Dispur, Guwahati-6. He is requested to publish the enclosed notice in at least one leading daily English newspaper and one leading Assamese daily newspaper published from Guwahati.
3. State Public Procurement Portal of Assam (<https://sppp.assam.gov.in/>) for wide publicity.
4. Official Website of this office (<https://ayush.assam.gov.in>) for wide publicity.
5. The Notice Board of this Office.

  
Director AYUSH &  
Member Secretary (EB)  
State AYUSH Society  
National AYUSH Mission, Assam



GOVT. OF ASSAM

**OFFICE OF THE NATIONAL AYUSH MISSION, ASSAM**

3<sup>rd</sup> FLOOR, SAIKIA COMMERCIAL COMPLEX, SREE NAGAR PATH, CHRISTIAN BASTI, GUWAHATI – 05

Phone: +91 361 2230334, Email: [namassam15@gmail.com](mailto:namassam15@gmail.com)

No: NAM/JIV-SCH/2016/137/Pt/

Date: /06/ 2023

**EXPRESSION OF INTEREST (EOI)  
For Jivadhara programme (Imparting Yoga to Specially abled children)  
under National AYUSH Mission Assam**

**1. SCHEDULE AND CRITICAL DATES:**

The tentative schedule and critical dates are shown below:

Sl. No.	Event	Date
1.	Date of Advertisement	02.06.2023
2.	Availability of EOI Documents	02.06.2023
3.	Pre-Bid Meeting	15: 00 hrs 06.06.2023
4.	Date of Starting of Submission of EOI	From 16:00 hrs 06.06.2023
5.	Last date of submission of EOI	22.06.2023 upto 16:00 hrs
6.	Opening of Technical Bids	23.06.2023 at 14:00 hrs

**2. PROCEDURE, TERMS AND CONDITIONS:-**

- a. The EOI is to be submitted on single bid basis i.e. Technical Bid.
- b. The Bid needs to be submitted in a sealed envelope super scribing **“Expression of Interest (EOI) for Jivadhara programme (Imparting Yoga to Specially abled children) under National AYUSH Mission Assam”**
- a. An amount of Rs. 30,000/- (Thirty thousand) only will have to be deposited in the form of Demand Draft drawn on any nationalized/schedule bank of India in favour of “National Ayush Mission, Assam” payable at Guwahati as EMD with the technical bid. No Bank guarantee will be accepted in lieu of the EMD. The EMD of the unsuccessful bidders would be returned after award of the contract.
- c. Bid responses must be addressed to the Director AYUSH, Assam & Member Secretary (EB), State AYUSH Society, Assam 3<sup>rd</sup> Floor, Saikia

Commercial Complex, Shree Nagar Path, Christianbasti, Guwahati – 05.

- d. National AYUSH Mission, Assam reserves the right to solicit additional information from Bidders.
- e. National AYUSH Mission, Assam reserves the right to accept the whole, or part of or reject any or all bids without assigning any reasons thereof.

### **3. ELIGIBILITY CONDITIONS:**

- A. The Bidders should fulfil the following eligibility conditions for participating in the Expression of Interest (EOI). The bidders should enclose documentary evidence for fulfilling the eligibility conditions:
  - a. Bidder (NGO/Organisation) should have a registered local office in Assam
  - b. Bidder should not have been blacklisted by any of the State or Central Government organization.
  - c. The NGO/Organisation should have experience in running centre for specially abled children for at least 3 years.
  - d. The centre should have attendance of at least 50 children (specially abled) per month in average during last 12 months.
  - e. The cumulative turnover of the NGO/ Organisation in the area of promotional activities of relevant field and Yoga along with the revenue generation during the last three FY should be minimum Rs. 10 lakhs. Either 2018-19, 2019-20, 2020-21 audited or 2019-20, 2020-2021 or 2021-22 audited report is acceptable.
  - f. The NGO/ Organisation must have adequate manpower & infrastructure for management of the centre/organize yoga training etc. (as reflected in detailed annexure).
  - g. The NGO/ Organisation should have sufficient qualified Yoga professionals or associated with Institutions/NGOs/Agencies having the same to impart yoga training to specially abled children (as reflected in annexure).



## **B. CREDENTIALS:**

Only NGO/ Organisation having the following credentials are requested to respond:

- a.** NGO/ Organisation already running centre for specially abled children and having required infrastructure for the same.
- b.** The NGO/Organisation should have sufficient (at least one female)Yoga teacher with minimum qualification of diploma in Yoga(1 year duration) from recognized institutions certified by Govt. of India/Universities or associated with Institutions/NGOs/Agencies having qualified Yoga Instructor/Teachers.(Attested copies of certificate of qualification of the Yoga Instructor/Teachers under the organization to be submitted).
- c.** NGO/ Organisation should also have the capacity to provide AYUSH Consultancy services monthly in the form of health check-up, counselling, lifestyle modifications, Ayurveda & Homoeopathy treatment etc. to the specially abled children.

### **1. SCOPE OF WORK:**

Under the Jivadhara programme of National AYUSH Mission, Assam there will be scope for giving service in the mode of imparting Yoga training and providing AYUSH consultancy to the specially abled/ differently abled children.

- a.** The NGO/ Organisation will work with the specially abled/ differently abled children for imparting Yoga to the children in their centre for general wellness of the children and integrating the Yoga as a complement to other therapies like physiotherapy, speech therapy and occupational therapy, as per modalities/ guidelines of NAM Assam and instruction issued time to time.
- b.** There will be one or two sessions of yoga training to specially abled children and related activities in a day as per need of the children (morning session for 2 hours and evening session for 1 hour

minimum). Time table may be scheduled as per need of the centre and patients convenience.

- c. The NGO/ Organisation will organize AYUSH Consultancy service in the form of free Medical & Health Check-up camps monthly in the centre.
- d. The NGO/ Organisation shall only engage the requisite qualified and experienced Yoga Instructor (Male & Female) and Assistant cum Cleaner in the Centre.

#### **5. HUMAN RESOURCE:**

Each selected NGO/ Organisation shall engage the following Human Resource in each centre:

- a. Yoga instructor: Minimum 2nos. (1 male, 1 female).The educational qualification of Yoga Instructor is preferably Diploma in Yoga therapy or above from any recognised institution. The Yoga instructors should have experience to deal with the specially abled child.
- b. Assistant-cum-cleaner: Minimum 1 no. Educational qualification: Class- VIII Pass.
- c. Registered Ayurvedic and Homeopathic practitioners for monthly AYUSH Consultancy services.

The NGO/ Organisation will have to submit the biodata of the Yoga instructors and Assistant cum cleaner to be engaged in the centres if selected. In case of change in human resource in the centres prior approval of the bid inviting authority will be required.

#### **6. TARGET GROUP:**

Specially abled child or differently abled child, emotionally retard child with range of problems associated with them like delays in development, poor memory, slow learning rates, attention problems lack of motivation etc.

#### **7. FUND INVOLVEMENT:**

Total fund involvement for each Centre under the Jivadhara programme will be Rs. 6.00 Lakhs per annum.

The indicative break-up:

<b>Sl. No.</b>	<b>Activity</b>	<b>Amount (Rs) per annum</b>
1.	i) Remuneration of the Yoga instructors and Assistant cum cleaner. ii) Organising AYUSH Consultancy service (monthly Medical and Health Check up camp)  iii) Other activities	5,50,000.00
2.	Contingency	50,000.00
<b>Total</b>		<b>6,00,000.00</b>

(Rupees Six Lakh only)

**8. PAYMENT:**

Payment will be done Quarterly on submission of necessary reports and bills duly signed authorised person of the centre.

**9. PERIOD OF CONTRACT:**

The contract will be initially for a period of one year from the date of award of the work. The contract may be extended for 2 (two) subsequent years on the basis of performance / appraisal report and availability of fund.

Either party reserves the right to terminate the contract with serving of one month advance notice.

**10. AMENDMENT OF EOI DOCUMENT:**

At any time before the submission of bids, National AYUSH Mission, Assam may amend the EOI document by issuing an addendum/corrigendum in writing or by announcing it through newspaper or website. The addendum/corrigendum shall be binding on all the NGOs/ Organisations. In case of any amendment the last date of



submission of the bid or part document may be extended to give the NGOs/ Organisations reasonable time.

**11. PENALTY CLAUSE:**

- a. An Agreement to be signed by the successful bidders with Sate AYUSH Society, Assam. Any breach in the agreement will lead to penalty and later termination of the contract.
- b. If at any given point of time it is found that the bidder has made a statement which is factually incorrect or if the bidder doesn't fulfil any of the contractual obligations, the EOI inviting authority may take a decision to cancel the contract with immediate effect. Further, the EMD of the Organisation may also be forfeited.

**12. APPLICABLE LAW AND JURISDICTION:**

This contract, including all matters connected with this contract, shall be governed by the Indian laws, both substantive and procedural, for the time being in force and shall be subject to the exclusive jurisdiction of Gauhati High Court, if required.

**13. SIGNING OF BID:**

The original bid and all documents of the Bid shall be typed or written in a legible hand writing and shall be signed by the Bidder or a person duly authorized to sign by the Bidder with official seal. The person or persons signing the Bid shall initial all pages of the Bid.

**14. BID SUBMISSION:**

- a) Bidders must submit their bid in sealed envelopes super-scribed **“Expression of Interest (EOI) For Jivadhara programme (Imparting Yoga to Specially abled children) under National AYUSH Mission Assam”**.and addressed to “the Director cum Member Secretary (EB), National AYUSH

Mission, Assam”. The name, address with mobile no of the bidder should be written legibly on the sealed envelope.

b) **Technical Bid** should contain

- i. One indexed checklist of the submitted documents in the bid.
- ii. Court fee stamp of Rs. 8.25 affixed
- iii. Tender Document Fee
- iv. EMD in the form of Demand Draft /Bank Deposit Advice
- v. Self-attested copies of valid Certificate of Incorporation/Partnership deed (Notarized)/ Society Registration/ Proprietorship declaration (Notarized), PAN and GSTIN (as applicable).
- vi. Office address proof.
- vii. NGO/Organization Profile with Manpower & Infrastructure Details (organogram).
- viii. Proof of Turnover for last 3 financial years audited and certified by Chartered Accountant.
- ix. Documentary evidence of past 3 years experience in running aCentre for Specially abled children.
- x. Documentary evidence of attendance of specially abled children to the centre for last one year.
- xi. Details of qualified Yoga professionals available with the NGO/Organization. (in enclosed format)
- xii. Self - declaration certificate for non-blacklisting (Notarized)
- xiii. The bidder must submit copy of complete EOI Document with sign and seal of bidder on each page.
- xiv. The bidder must sign and affix seal on every page of submitted documents.

**15. Evaluation Criteria:**

- a) Bids will be opened initially as per prescribed schedule and evaluated for technical eligibility.
- b) Only those bidders scoring minimum 60% and above in technical evaluation will be declared responsive and eligible.

- c) No conditional bid will be accepted.
- d) Technical evaluation will be made on basis of the following criteria

<b>Sl.</b>	<b>Technical Evaluation Criteria</b>	<b>Marks</b>
1	Compliance with all legal documents.	10
2	Turn over for last 3 FY	10
3	NGO/ Organisation profile and Management network	10
4	Experience of running centre for especially able children or having required infrastructure for the same.	20
5	Manpower (related to Yoga training)	40
6	Experience of other yoga related	10
	<b>Total</b>	<b>100</b>

#### **16. SELECTION:**

The NGOs/ agencies would be selected on merit of the technical evaluation criteria.

**Particulars/Details of the NGO/Organisation**

<b>Sl. No.</b>	<b>PARTICULARS</b>	<b>Information</b>
1.	Name of the NGO/Organisation	
2.	Addresses of the NGO/Organisation	
3.	Head Office address (with Phone No. Email id.)	
4.	Branch office address (with Phone No. and Email id.)	
5.	Date of establishment of the NGO/Organisation	
6.	Mention the date of each branch office since when existed at existing place (if any)	
7.	Permanent Account Number (PAN)	
8.	NGO/Organisation Registration No. (as applicable)	
9.	NGO/Organisation GST Registration No. (as applicable)	
10.	Labour licence (as applicable)	
11.	No. of staff of the Organization a) Administrative/Managerial b) Supporting staff c) Yoga Teacher/trainer d) Others	
12.	Certificate of qualification of all Yoga instructors/teachers working under the organization or to be engaged for the programme.	
13.	Turnover of the Organization in last three years	
14.	Association of other institute/ NGO related to Yoga activities	

15.	Experience of running centre for specially abled children	
16.	Experience of other yoga related activities.	

**\*Supporting Documents required to be submitted along with this Form**

Seal & Signature

**A. Details of Qualified Staff (Yoga Teachers/Instructors)**

(Please provide a self-attested copy of Certificate for each qualified staff)

<b>Sl. No.</b>	<b>Name of Staff</b>	<b>Length of Association with the NGO (in years)</b>	<b>Educational Qualifications</b>	<b>Area of Key Expertise</b>	<b>Relevant Experience</b>

**B. Details of Supporting Staff**

<b>Sl. No.</b>	<b>Name of Staff</b>	<b>Length of Association with the NGO (in years)</b>	<b>Educational Qualifications</b>	<b>Area of Key Expertise</b>	<b>Relevant Experience</b>