

NATIONAL AYUSH MISSION, ASSAM

EXPRESSION OF INTEREST (EOI)

FOR

RUNNING YOGA AND WELLNESS CENTRE UNDER NATIONAL AYUSH MISSION ASSAM

Issue of EOI Documents: 29/11/2022 to 19/12/2022

Last date for submission of the EOI: 19/12/2022 upto 3:00 PM

National AYUSH Mission, Assam
3rd Floor, Saikia Commercial Complex, Sree Nagar Path, Christianbasti,
Guwahati – 781 005
Phone: 0361-2340236, E-mail: namassam15@gmail.com

SCHEDULE OF EOI PROCESS

Events	Date
Date of Advertisement	28/11/2022
Availability of EOI Documents	29/11/2022 to 19/12/2022
Due Date / last date for submission of EOI	19/12/2022 upto 3:00 PM
Opening of Technical Bids	23/12/2022 at 2.00 PM
Address for communication	National AYUSH Mission, Assam 3 rd Floor, Saikia Commercial Complex Sree Nagar Path, Christianbasti, Guwahati - 05

NATIONAL AYUSH MISSION, ASSAM
Banphool Nagar Path, House No 01, Basistha Road, Guwahati - 06
Phone: 0361-2230334 E-mail: namassam15@gmail.com

No: NAM/Y&WC/2020/71/Pt./2897

Date: 22/11/2022

NOTICE INVITING REQUEST FOR EXPRESSION OF INTEREST (EOI)
For running Yoga and Wellness Centre 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 Yoga and Wellness Centre 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 official website <https://ayush.assam.gov.in> w.e.f. **29/11/2022** to **19/12/2022** during office hours. An amount of **Rs.1000.00** (Rupees One Thousand Only) is to be paid as **EOI Document Fee** (non-refundable) while submitting the bid documents as EOI Fee in the form of Demand Draft drawn on any Nationalized/ Scheduled Bank of India in favour of **“State AYUSH Society, Assam”** payable at Guwahati.

Last date for submission of EOI : **19/12/2022 up to 3:00 PM**
Opening of Technical Bids : **23/12/2022 at 2.00 PM**

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

Memo No: NAM/Y&WC/2020/71/Pt./2897

Date: 22/11/2022

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 above notice in at least one leading daily English newspaper and one leading Assamese daily newspaper published from Guwahati.
3. Website of this Office.
4. 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
BANPHUL NAGAR PATH, BASISTHA ROAD, DISPUR, GUWAHATI – 06
Phone: +91 361 2230334, Email: namassam15@gmail.com

EXPRESSION OF INTEREST (EOI)
For running Yoga and Wellness Centre under National AYUSH Mission Assam

1. SCHEDULE AND CRITICAL DATES

The tentative schedule and critical dates are shown below:

Sl. No.	Event	Date
1.	Publication of Tender document in Newspaper for EOI	28/11/2022
2.	Pre Bid Meeting	07/12/2022 at 3:00 PM
3.	Last date of submission of bids	19/12/2022 at 3:00 PM
4.	Opening of Technical Bids	23/12/2022 at 2:00 PM

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 running Yoga and Wellness Centre under National AYUSH Mission Assam”**.
- a. An amount of Rs. 10,000/- (Ten thousand) only will have to be deposited in the form of Demand Draft drawn on any nationalized/schedule bank of India in favour of “State AYUSH Society, 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, 3rd Floor, Saikia Commercial Complex, Christianbasti, Guwahati – 5.

- 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/Agency) should have a registered local office in Assam
- b. Bidder should not have been blacklisted by any of the State or Central Government organization. Should not have been found guilty of any criminal offence by any Court of Law.
- c. The cumulative turnover of the NGO/ agency in the area of promotional activities of Yoga along with the revenue generation during the last three FY should be minimum Rs. 15 lakhs.
- d. The agency must have an experience of running at least two Yoga Institute/ training centre with minimum 20 participant each on daily basis for at least 3 years
- e. The agency must have adequate manpower & infrastructure for management/organize yoga training etc.
- f. The NGO/ Agency should have sufficient qualified Yoga professionals to impart yoga training to common people / patients.

B. CREDENTIALS

Only organizations having the following credentials are requested to respond:

- a. Organizations having Yoga teacher with minimum qualification of diploma in Yoga (1 year duration) from recognized institutions certified by Govt. of India/Universities. The organization should have at least 3 qualified Yoga Instructor/Teachers (at least one female) under it

against one Yoga & Wellness Centre. (Attested copies of certificate of qualification of the Yoga Instructor/Teachers under the organization to be submitted).

- b.** Organizations should also have the capacity to provide AYUSH Consultancy services monthly in the form of health check-up, counselling, life style modifications, Ayurveda & Homoeopathy treatment etc.

4. SCOPE OF WORK

- a.** The NGO/ Agency have to run the Yoga & Wellness Centre in the identified institution as per modalities/ guidelines of NAM Assam and instruction issued time to time.
- b.** There will be two sessions of yoga training to patients / common people and related activities in a day (morning session for 2 hours and evening session for 1 hour minimum). Time table may be scheduled as per need of the centre.
- c.** The NGO/ agency will organize AYUSH Consultancy service in the form of free Medical & Health Check-up camps monthly in the Institute or adjoining area.
- d.** The NGO/ agency shall only engage the requisite qualified and experienced Yoga Instructor (Male & Female) and Assistant cum Cleaner in the Yoga Centre.
- e.** The Yoga training will adhere to the “Common Yoga Protocol” issued by Ministry of AYUSH, Govt. of India from time to time and other guidelines issued by the Govt. of Assam/Govt. of India.
- f.** Yoga fest/ yoga competition/ lectures by eminent Yoga person/ International Day of Yoga etc. may be organised.

6. HUMAN RESOURCE:

Each selected NGO/ agency shall provide the following Human Resource in each centre:

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

The NGO/ Agency will have to submit the bio-data 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.

7. TARGET GROUP

- a. Patients
- b. Health workers,
- c. Common people,
- d. Jail inmates (in case of jails)

8. FUND INVOLVEMENT:

Total fund involvement for each Yoga & Wellness Centre will be Rs. 5.40 Lakhs per annum.

The indicative break-up:

Sl. No.	Activity	Amount (Rs) per annum
1.	i) Remuneration of the 2 yoga instructor and one Assistant cum cleaner. ii) Organising AYUSH Consultancy service (monthly Medical and Health Check up camp) iii) Other activities (Yoga fest/ yoga competition/ lectures by eminent Yoga person/IDY celebration etc.)	5,00,000.00
2.	Contingency	40,000.00
	Total	5,40,000.00

9. PAYMENT:

Payment will be done quarterly (Financial Year basis) on receipt of necessary reports and bills duly signed and forwarded by the Institutional In-charges of the centres. .

10. PERIOD OF CONTRACT:

The contract will be initially for a period of 1 (one) year from the date of award of the work. The contract may be extended for the subsequent years on the basis of performance / appraisal report.

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

11. 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/ agencies. In case of any amendment the last date of submission of the bid or part document may be extended to give the NGOs/ agencies reasonable time.

12. 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 obligation, the EOI inviting authority may take a decision to cancel the contract with immediate effect. Further, the EMD of the agency may also be forfeited.

14. APPLICABLE LAW AND JURISDITITION:

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.

15. 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.

16. BID SUBMISSION:

- a) Bidders must submit their bid in sealed envelopes super-scribed “**Expression of Interest (EOI) for running Yoga and Wellness Centre 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. EMD in the form of DD/BD
 - iv. Self-attested copies of valid Certificate of Incorporation/Partnership deed (Notarized)/ Society Registration/ Proprietorship declaration (Notarized), Trade License, Labour License, PAN and GSTIN (as applicable).
 - v. Office address proof.
 - vi. Agency Profile with Manpower & Infrastructure Details (organogram).
 - vii. Proof of Turnover for last 3 financial years audited and certified by Chartered Accountant.
 - viii. Documentary evidence of past 3 years experience in running Yoga Institute/ Centers.

- ix. Details of qualified Yoga professionals available with the NGO/Agency.
(in enclosed format)
- x. Self - declaration certificate for non-blacklisting (Notarized)
- xi. The bidder must submit copy of complete EOI Document with sign and seal of bidder on each page.
- xii. The bidder must sign and affix seal on every page of submitted documents.

17. 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

Sl.	Technical Evaluation Criteria	Marks
1	Compliance with all legal documents.	10
2	Turn over for last 3 FY	10
3	NGO/ Agency profile and Management network	15
4	Experience of running yoga centre/ yoga Institute	30
5	Manpower (related to Yoga &	20
6	Experience of other yoga related	15
	Total	100

18. SELECTION:

The NGOs/ agencies would be selected on merit of the technical evaluation criteria. Out of the total 35 nos. of Yoga & Wellness Centres, the allotment of number Yoga centres to a NGO/Agency will be done on the basis of the ranking of the technical bid.

1. 1st rank holder shall be awarded 11 nos. of Yoga & Wellness Centres.
2. 2nd rank holder shall be awarded 9 nos. of Yoga & Wellness Centres
3. 3rd rank holder shall be awarded 7 nos. of Yoga & Wellness Centres

4. 4th rank holder shall be awarded 5 nos. of Yoga & Wellness Centres
5. 5th rank holder shall be awarded 3 nos. of Yoga & Wellness Centres

The above number of centres may vary depending on the time of initial establishment of the Yoga and Wellness Centres.

Director AYUSH cum Member Secretary (EB), State AYUSH Society, Assam reserves the right to allocate the number of Yoga & Wellness Centres in the interest of smooth functioning of the centres.

In case, if sufficient suitable service provider is not found, the Authority may recommend the Yoga & Wellness Centres on proportional basis to the eligible service provider.

Particulars/Details of the NGO/Agency

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

*Supporting Documents required to be submitted along with this Form

Seal & Signature

Form -II

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

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

Sl. No.	Name of Staff	Length of Association with the Firm (in years)	Educational Qualifications	Area of Key Expertise	Relevant Experience

B. Details of Supporting Staff

Sl. No.	Name of Staff	Length of Association with the Firm (in years)	Educational Qualifications	Area of Key Expertise	Relevant Experience

Seal & Signature

ANNEXURE-I**LIST OF YOGA & WELLNESS CENTERS**

Sl. No.	Name of the Yoga & Wellness Centers
1	Govt. Ayurvedic College, Jalukbari, Guwahati
2	SJN Homoeopathic Medical College, Panjabari, Guwahati
3	Assam Secretariat, Dispur
4	Assam Administrative Staff College, Khanapara, Guwahati
5	Central Jail, Lakhara, Guwahati
6	Central Jail, Dibrugarh
7	Central Jail, Tezpur
8	Central Jail, Silchar
9	Central Jail, Jorhat
10	Central Jail, Nagaon
11	District Jail, Nalbari
12	District Jail, Barpeta
13	District Jail, Kokrajhar
14	District Jail, Dhubri
15	District Jail, Goalpara
16	District Jail, Mangaldoi
17	District Jail, Hailakandi
18	District Jail, Karimganj
19	District Jail, North Lakhimpur
20	District Jail, Sivasagar
21	District Jail, Golaghat
22	District Jail, Majuli
23	District Jail, Abhayapuri
24	District Jail, Diphu
25	District Jail, Hamren
26	District Jail, Biswanath Chariali
27	District Jail, Dhemaji
28	District Jail, Morigaon
29	District Jail, Sonari
30	District Jail, Tinsukia
31	District Jail, Sadiya
32	District Jail, Udalguri
33	Special Jail, Nagaon
34	Open Air Jail, Jorhat
35	Sub Jail, Haflong