



REQUEST FOR PROPOSAL (RFP)

REQUEST FOR PROPOSAL (RFP) FOR SELECTION OF AGENCY FOR ORGANIZING AND CONDUCTING OF TRAININGS UNDER ATAL BHUJAL YOJANA AT GRAM PANCHAYAT LEVEL IN 13 DISTRICTS OF MAHARASHTRA.

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RFP reference no. MAH/GSDA/TRAINING/ 01 / 2023-24

DATE: 10 / 04 /2023

Issued By

Commissioner

Groundwater Surveys & Development Agency (GSDA),
Water Supply and Sanitation Department (WSSD),
Government of Maharashtra (GoM)
Bhujal Bhavan, K. B. Joshi Road, Shivaji Nagar,
Maharashtra, Pune - 411 005

Disclaimer

The information contained in this Request For Proposal Document ("RFP"), whether subsequently provided to the Bidders, ("Bidder/s") verbally or in documentary form by Groundwater Surveys and Development Agency (henceforth referred as "GSDA" in this document) or any of its employees or advisors, is provided to Bidders on the terms and conditions set out in this Tender Document and any other terms and conditions subject to which such information is provided.

This RFP is not an agreement and is not an offer or invitation to any party. The purpose of this RFP is to provide the Bidders or any other person with information to assist the formulation of their financial offers ("Bid"). This RFP includes statements, which reflect various assumptions and assessments arrived at by GSDA in relation to this consultancy. This tender document does not purport to contain all the information each bidder may require. This tender document may not be appropriate for all persons and it is not possible for the Commissioner, GSDA and their employees or advisors to consider the objectives, technical expertise and particular needs of each bidder. The assumptions, assessments, statements and information contained in the Bid Documents, may not be complete, accurate, adequate or correct. Each bidder must therefore conduct its own analysis of the information contained in this RFP and seek its own professional advice from appropriate sources.

The information provided in this Tender Document to the bidder 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. GSDA accepts no responsibility for the accuracy or otherwise for any interpretation of opinion on law expressed herein.

GSDA and their employees, make no representation or warranty and shall incur no liability to any person, including the bidder under the law, statute, rules or regulations or tort, the principles of restitution or unjust enrichment or otherwise for any loss, cost, expense or damage which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, reliability or completeness 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 in this selection process.

GSDA also accepts no liability of any nature whether resulting from negligence or otherwise, howsoever caused arising from reliance of any bidder upon the statements contained in this RFP. GSDA may in its absolute discretion but without being under any obligation to do so, can amend or supplement the information in this RFP.

The issue of this tender document does not imply that GSDA is bound to select a bidder or to appoint the selected bidder (as defined hereinafter) as the case may be, for the consultancy assignment and GSDA reserves the right to reject all or any of the bidders or bids without assigning any reason whatsoever.

The bidder shall bear all its costs associated with or relating to the preparation and submission of its bid including but not limited to preparation, copying, postage, delivery fees, travelling expenses associated with any demonstrations or presentations, which may be required, by GSDA or any other costs incurred in connection with or relating to its bid. All such costs and expenses will remain with the bidders and GSDA shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a bidder in preparation for submission of the bid, regardless of the conduct or outcome of the selection process.

Letter of Invitation

Reference No. : **MAH/GSDA/TRAINING/ 01 / 2023-24** **Date- 10 / 04 / 2023**

Name of the Department: Groundwater Surveys and Development Agency (GSDA), Water Supply and Sanitation Department (WSSD), Government of Maharashtra.

Title of Support Service: Selection of Agency for organizing and conducting of trainings under ATAL BHUJAL YOJANA (ATAL JAL) at Gram Panchayat Level in 13 Districts of Maharashtra.

Dear Mr. /Ms.:-----

- 1) Groundwater Surveys and Development Agency (GSDA), Water Supply and Sanitation Department, Government of Maharashtra is executing centrally sponsored Atal Bhujal Yojana in the state of Maharashtra.
- 2) GSDA has invited RFP from eligible organizations and/or other civil society organizations registered as Societies/Trusts/ companies/ registered firms for organizing and conducting of trainings under ATAL BHUJAL YOJANA (ATAL JAL) at Gram Panchayat Level in 13 Districts of Maharashtra .
- 3) More details on the support services required are mentioned in the Terms of Reference (ToR) given in this RFP document. You are now invited to submit your proposal as per the attached RFP document.
- 4) The RFP includes the following documents:

Section 1	-	Letter of Invitation and Introduction
Section 2	-	Instruction to Bidders
Section 3	-	Submission of the Bid Document
Section 4	-	Evaluation Process
Section 5	-	Criteria for Evaluation
Section 6	-	Appointment of Agency
Section 7	-	Fraud and Corrupt Practices
Section 8	-	Miscellaneous
Section 9	-	Annexure-01-Terms of Reference of Service (ToR)
Section 10	-	Appendix-01-Standard Technical Forms (TECH-01 to -08)

Yours Sincerely,

Sd/-

Commissioner

**Groundwater Surveys and Development Agency
Water Supply and Sanitation Department
Government of Maharashtra.**

1. INTRODUCTION

1.1 Background:-

- 1.1.1 Government of Maharashtra (GoM) is implementing the GOI and World Bank aided project named as "Atal Bhujal Yojana (Atal Jal)" The project development objective is to improve groundwater management through community participation in project districts of Maharashtra.
- 1.1.2 The project is being implemented in 13 districts; namely, Pune, Satara, Sangli, Solapur, Nashik, Ahmednagar, Jalgaon, Jalna, Latur, Osmanabad, Amravati, Buldhana and Nagpur.
- 1.1.3 The duration of the contract is from Award of contract to 31st March 2024 or as extended by GSDA after the 31st March, 2024.
- 1.1.4 In order to complete, the task well within the stipulated period GSDA intends to hire services of organizations as Training Implementation Partner (TIPs) to assist GSDA for implementation of all trainings of the project at GP Level.

1.2 Funds

SPMU, GSDA will receive funds from Department of Water Resources, RD&GR, Jalshakti, Government of India for Atal Bhujal Yojana.

1.3 Request for proposal

GSDA intends to select the Agency consisting of field experts to assist GSDA in completion of the above task, through an open competitive bidding process, in accordance with the procedure set out here in. In this regard, GSDA invites proposals from interested and eligible organizations to work as Training Implementation Agency as detailed in this RFP.

1.4 Due Diligence by Bidders

Bidders are encouraged to inform themselves fully about the assignment and the local conditions before submitting the proposal by attending a *pre-bid meeting* on the date and time specified in this RFP.

1.5- Submission

The submission of bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications. The response to this RFP should be full and complete in all respects. Failure to furnish all information required by the documents for submission of a proposal not substantially responsive to the RFP documents in every respect will be at the bidders risk and may result in rejection of the bidder's proposal.

1.6 Sale of RFP Documents

1.6.1 The RFP document can be downloaded from the websites, <https://mahatenders.gov.in>; However, the bids of only those bidders shall be considered for evaluations, who have made online payment of **Rs. 30,000/-** (Rupees Thirty Thousand only) (Inclusive of GST) for the RFP documents, without which bids will not be accepted.

1.6.2 The submission of the bid shall be **online only** as per the norms. The detailed information regarding the submission can be obtained from the websites, <https://mahatenders.gov.in>.

1.6.3 The digital signature is prerequisite for online submission.

1.6.4 The Tender Inviting Authority (TIA) will not be responsible for any delay or technical snag faced by the bidder/s in uploading their online tenders. The bidders are advised to submit their tenders adequately in advance to avoid the delays due to such instances.

1.7 Validity of the Proposal

The proposal shall be valid for a period of not less than 150 days from the Proposal Due Date (the "PDD").

1.8-Schedule of Selection Process and other details

Sr. No.	Information related to bidding process	Details
1	Publication of request for proposal	Dt. 10 /04 /2023 at 12 : 00 Hrs
2	Tender Fees	Rs. 30,000/- (Rupees Thirty Thousand only) (Inclusive of GST)
3	Bid Security/EMD	Rs.9,00,000/- (Rupees Nine Lakh Only)
4	Pre-bid meeting (Date, time and venue)	Date /Time: 18 / 04 /2023 - 15 : 00 hours At the Directorate, Groundwater Surveys and Development Agency (GSDA), Bhujal Bhavan, K.B. Joshi Road, Shivaji Nagar, Pune, Pin Code 411 005
5	Last date of online Submission of proposal (Proposal due date (PDD))	Dt. 03 / 05 /2023 up to 17 : 00 Hours
6	Bid validity period	150 days from PDD
7	Contact person and email ID	Commissioner, GSDA, Pune. email -abhy.maharashtra@gmail.com

Sr. No.	Information related to bidding process	Details
8	Opening of Technical proposal (Date, time and venue)	Date/Time: After the closing date. Venue: The Directorate, Groundwater Surveys and Development Agency (GSDA), Bhujal Bhavan, K.B. Joshi Road, Shivaji Nagar, Pune, Pin Code 411 005
9	Opening of financial proposal	To be intimated to the qualified Bidders
10	Letter of Award (LoA)	In due course
11	Signing of Agreement	In due course

1.9 Communications and Address

All communications including proposal documents should be addressed to:

The Directorate, Groundwater Surveys and Development Agency (GSDA),
Bhujal Bhavan, K.B. Joshi Road, Shivaji Nagar, Pune, Pin Code - 411 005
Email- directorgsda@gmail.com / abhy.maharashtra@gmail.com

All communications including the bid envelopes should contain the following information:

RFP Reference No. MAH/GSDA/TRAINING/ 01 / 2023-24 Date- 10 /04 /2023

2. INSTRUCTIONS TO BIDDERS

2.1 Project Area Selection:

Atal Bhujal Yojana (Atal-Jal) is being implemented in 1442 villages of 1133 Gram Panchayats (GPs) and 43 Blocks/Talukas of 13 districts of Maharashtra.

A **Bidder** can submit online bid for organizing and conducting training under ATAL BHUJAL YOJANA (ATAL JAL) at Gram Panchayat Level in 13 Districts of Maharashtra”.

- 1) Agency which has got appointed as SA (Support agency for assist to SPMU) and DIP shall not be allowed to take part in this procurement process.

2) *Table- Project Area Packages*

Sr. No.	Name District	No. of Talukas	No of Gram Panchayat	No of training
1	Pune, Satara, Sangli, Solapur, Nashik, Ahmednagar, Jalgaon, Jalna, Latur, Osmanabad, Amravati, Buldhana and Nagpur.	43	1133	11330

2.2 Minimum Eligibility Criteria: -

Interested organizations should fulfill all of the following minimum eligibility criteria:

Sr. No.	Criterion	Documents to be submitted to prove Eligibility
01	<ul style="list-style-type: none">• Should be an organization and/or other civil society organization registered as Society/Trust/LLP/ Company legally constituted and registered in Indiaand• Should have a registered or branch office anywhere in Maharashtra and operational in Maharashtra as on PDD.	<ul style="list-style-type: none">• Certificate of Incorporation/ Registration to prove legal constitution and registration and• Any Government approved address proof or rent or leave and license agreement to prove established office in Maharashtra as on PDD (applicable to those bidders having their registration outside Maharashtra)

Sr. No.	Criterion	Documents to be submitted to prove Eligibility
2	The Agency should have an average annual turnover of INR 3 Crore (Three Crore) average of last 03 financial years i.e., (2019-20, 2020-21 & 2021-22 Or 2020-21, 2021-22 & 2022-23)	<ul style="list-style-type: none"> • Audited balance sheet and profit and loss account statement of the Agency for each of the 3 audited financial years i.e., (2019-20, 2020-21 & 2021-22 Or 2020-21, 2021-22 & 2022-23) • And certificate duly signed by statutory Auditor of the Agency or certified Chartered Accountant (CA) for average annual turnover for last 03 financial years i.e., (2019-20, 2020-21 & 2021-22 Or 2020-21, 2021-22 & 2022-23), as per TECH-04. <i>(Note-Tech-04 not signed by statutory auditor or CA shall not be accepted)</i> <p>UDIN on the certificate is compulsory.</p>
03	The agency must have experience of successfully completed minimum 3500 trainings covering at least 120000 participants in agriculture / water/ watershed/ livelihood / rural development sector during last seven years from PDD	<p>1. Experience or performance certificate from Client mentioning the number of trainings conducted and participant covered therein.</p> <p>Project Details as per TECH-06</p> <p><i>(Note-</i> <i>1. The attached assignments will be chronologically arranged and the total no. of trainings and participant will be calculated from the year of first assignment completed in last seven years.</i> <i>2. In case the Bidder has carried out earlier training assignment in joint venture / consortium mode, then performance certificate shall clearly mention number of trainings conducted & participants covered by each partner.</i> OR <i>If the experience has been earned by the bidder as a partner in a joint venture or consortium, then the proportionate value of experience in proportion to the actual share of</i></p>

Sr. No.	Criterion	Documents to be submitted to prove Eligibility
		<i>bidder in that joint venture agreement will be considered against eligibility.</i>
04	The agency should not have been blacklisted by any Central/State Government Organizations or Departments in India at the time of submission of the Proposal for fraudulent or corrupt practices	• Undertaking as given TECH-01 on non-judicial 500 Rs. Stamp paper.
05	The agency must have valid ISO 9001-2015 certificate as on proposal submission date.	Copy of valid certificates.
06	The bidder should have GST registration certificate as on last date of submission	Copy of GST registration certificate.

2.3- Joint Venture/Consortium –

Joint Venture/Consortium Not Allowed

2.4-Duration of Contract:-

The duration of the Initial contract shall be up to the 31st March, 2024 from the date of signing the Contract Agreement. However, as per the need of the project, Contract shall be extended with the same terms and conditions as agreed while signing the initial contract.

The work done by the Agency will be reviewed by the Commissioner GSDA after completion of five trainings of each Gram Panchayat or as or when required to assess the performance of the agency.

2.5 Conflict of Interest: -

2.5.1- Bidders shall not have a conflict of interest that may affect the selection process or the Consultancy (the "Conflict of Interest"). Any Bidder found to have a Conflict of Interest shall be disqualified.

2.5.2- GSDA requires that the general consultant provides professional, objective and impartial advice and at all times hold the GSDA's interest paramount, avoid conflicts and its own interests and act without any consideration for future work.

2.6 Acknowledgement by the Bidder: -

It shall be deemed that by submitting the proposal, the bidder has...

2.6.1 Made a complete and careful examination of the RFP.

2.6.2 Received the relevant information requested from GSDA.

2.6.3 Accepted the risk of inadequacy, error or mistake in the information provided in the RFP or furnished by or on behalf of GSDA or relating to any of the matters.

2.6.4 Agreed to be bound by the undertaking provided and in terms hereof

2.7 Right to Reject any Proposal:-

2.7.1- Notwithstanding anything contained in this RFP, GSDA reserves the rights to accept or to reject any proposal and to annul the selection process and reject all proposals at any time without any liability or any obligation for such acceptance, rejection for annulment and without assigning any reasons therefore.

2.7.2 Without prejudice to the generality, GSDA reserves the right to reject any proposal if...

- a) At any time, a material misrepresentation is made or discovered or
- b) The bidder does not provide, within the time specified by GSDA, the supplemental information sought by GSDA for evaluation of the proposal.
- c) Misrepresentation / improper response by the bidder may lead to the disqualification. If such disqualification / rejection occurs after the proposals have been opened and the highest ranking bidder gets disqualified / rejected, then GSDA reserves the right to consider the next best bidder or take any other measure as may be deemed fit in the sole discretion of GSDA, including annulment of the selection process.

2.7.3 The entire proposal shall be strictly as per the format specified in the Request For Proposal. Any deviation from the specified format will lead to disqualification of the bidder.

2.8 Clarifications to the Queries:-

2.8.1-Bidders requiring any clarification on the RFP may submit their queries to GSDA in writing during Pre-Bid meeting on the date mentioned in the schedule of selection process at clause 1.8 of this RFP.

2.8.2-GSDA will clarify all search queries during the Pre bid meeting and Minutes of Meeting will be uploaded on the official website as mentioned.

2.8.3-GSDA reserves the rights to response to any query or provide any clarification, in its sole discretion and nothing in this clause 2.8 shall be construed as obliging GSDA to respond or provide clarifications.

2.9 Amendment to RFP:-

2.9.1-At any time prior to the deadline for submission of Proposal, GSDA may for any reason whether at its own initiative or on response to clarifications requested by a bidder, modify the RFP document by the issuance of Addendum/ Amendment and posting it on the official website.

2.9.2- In order to give the bidders a reasonable time for taking an amendment into account or for any other reason, GSDA may, in its sole discretion, extend the PDD.

3. SUBMISSION OF THE BID DOCUMENT/PROPOSAL

3.1-The Language:-

3.1.1 -The proposal with all accompanying documents (the “Documents”) and all communications in relation to or concerning the selection process shall be in English language and strictly on the forms provided in this RFP.

3.1.2 -No supporting document or printed literature shall be submitted with the Proposal unless specifically asked for.

3.2-Format of Proposal:-

3.2.1- The bidder shall provide all the information sought under this RFP. GSDA would evaluate only those proposals that are received in the specified forms and complete in all respects.

3.2.2- The proposals shall be submitted **online only**.

3.2.3- The proposal shall be typed or written in indelible ink and signed by the authorized signatory of the bidder. All the alterations, omissions, additions or any other amendments made to the proposal shall be initialled by the person(s) signing the Proposal. The Proposal including all the supporting scanned documents must be signed by the authorized signatory (the “Authorized Signatory”) as detailed below ...

a) By the proprietor, in case of a proprietary firm; or

b) By a partner, in case of a partnership firm and / or a limited liability partnership;
or

c) By a duly authorized person holding the Power of Attorney, in case of a Limited Company or a Corporation; or a limited liability partnership or A copy of the Power of Attorney certified by a notary public shall accompany the proposal (if required).

3.2.4 Bidders should note the PDD, as specified in clause **1.8** for submission of proposals. Except as specifically provided in this RFP, no supplementary material will be entertained by GSDA and that evaluation will be carried out only on the basis of documents submitted **online by the closing time of PDD**. Bidders may be asked to provide additional material information or documents for technical presentations subsequent to the date of submission and unsolicited material if submitted will be summarily rejected.

3.3-Technical Proposal:-

3.3.1 Bidder shall submit the technical proposal **online only** at <https://www.mahatenders.gov.in> in the formats at Appendix 1 (the “Technical

Proposal”) on or before PDD. Bidders should have valid class II / III Digital Signature Certificate (DSC) obtained from certifying authorities.

3.3.2 -Technical Proposal shall be submitted in the prescribed format presented in Appendix-01 (**TECH 01 to 08**).

3.3.3 -The Technical Proposal shall not include any financial information relating to the Financial proposal. If found so the bid will be summarily rejected even if the agency is technically qualified.

3.3.4 -GSDA may ask bidders to make technical presentations in a suitable format before technical appraisal is finalized. This would help in aiding the process of technical appraisal.

3.4-Financial Proposal:-

3.4.1 The financial proposal shall be submitted **online only in BOQ format (Percentage BOQ)**. The bidder has to submit its best quote in % against the approximate estimated cost mentioned in BOQ. Bidder has to click on select option. Under this tab, two options i.e. Excess (+) and Less (-) are available. Bidder can select any one option and submit its best quote. Then its quote in figure will automatically be reflected as % and amount. This quoted figure (%) shall be considered as final financial quote.

3.4.2- While submitting the Financial Proposal, the bidder shall estimate on its own per training cost for the following components which will be required throughout the contract tenure;

a) Per training cost towards the remuneration & all expenses for all the key personnel prescribed in the team composition (Expatriate and Resident, in the field, office, etc...)

b) Per training cost for all types of operational and miscellaneous expenses towards accommodation of field staff, fare, equipment, printing of documents, tea, refreshment, misc. arrangements and all expenses related with the training.

3.4.3- The total amount indicated in the financial proposal shall be without any condition attached or subject to any assumption and shall be final and binding. In case any assumption or condition is indicated in the financial proposal, it shall be considered non-responsive and liable to be rejected.

3.4.4 The financial proposal shall take into account all expenses **excluding** Goods and service tax (GST) liabilities. All applicable taxes shall be paid in addition to the financial quote and calculated as per applicable laws at the time of payment. All payments to consultants shall be subject to deduction of taxes at source as per applicable laws. The selected agency shall obtain the GST certificate if required at the time of payment.

3.5-Submission of Proposal:-

- 3.5.1- Interested Agencies are requested to prepare and submit the following bids as;
- a) Technical Bid - **online submission only.**
 - b) Financial Bid – **online submission only in the form of BOQ.**
- 3.5.2- Bids not prepared as per RFP instructions, not signed properly, late received and / or incomplete bids shall be disqualified.
- 3.5.3- The bid can be submitted in electronic format online on <https://www.mahatenders.gov.in> within the bid submission deadline (PDD). Proposals submitted by fax, telex, Telegram or email shall not be entertained and shall be treated as invalid.
- 3.5.4- Digitally signed scanned copy of “Technical Proposal” shall be uploaded in the prescribed format (As given in the appendix I) and supporting documents along with the Bid Security/EMD as mentioned in clause 3.7.
- 3.5.5- Proposals received by the GSDA after the specified time on PDD shall not be eligible for consideration and shall be summarily rejected.

3.6-Withdrawal of Proposals:-

The Bidder may withdraw his proposal from the online on <https://www.mahatenders.gov.in>.

3.7 -Bid Security/EMD:-

- 3.7.1 The bidder shall furnish as part of its proposal, a bid security of **Rs. 9,00,000/- (Rupees Nine lakh only)** through online payment gateway available on the website <https://www.mahatenders.gov.in> while uploading the document.
- 3.7.2 In the event that the first ranked bidder commences the assignment, the second ranked bidder, who has been kept in reserve, shall be returned its bid security forthwith but in no case not later than 120 (one hundred and twenty) days from PDD. The selected bidder’s bid security shall be returned upon the bidder signing the agreement and completing the deliverables assigned to it for the first 2 (two) months of the consultancy in accordance with the provisions thereof.
- 3.7.3 Any bid not accompanied by the bid security shall be rejected by GSDA as non-responsive.
- 3.7.4 GSDA shall not be liable to pay any interest on the bid security and the same shall be interest free.
- 3.7.5 The bidder, by submitting its proposal pursuant to this RFP, shall be deemed to have acknowledged that without prejudice to GSDA’s any other right or remedy hereunder or in law otherwise, the bid security shall be forfeited and appropriated by GSDA as the mutually agreed pre-estimated compensation and damage payable to GSDA for,

inter alia, the time, cost and effort of GSDA in regard to the RFP including the consideration and evaluation of the proposal under the following conditions...

- a) If a bidder engages in any of the prohibited practices.
- b) If a bidder withdraws his proposal during the period of its validity.
- c) In the case of the selected bidders, if the bidder fails to reconfirm its commitments during negotiation.
- d) In the case of the selected bidders, if the bidder fails to sign the agreement or commence the assignment.

3.8-Performance Guarantee (PG) :-

3.8.1- The successful bidder shall deposit the Performance security at the rate 3% of the contract award cost rounded off to next 1000, in the form of a Bank Guarantee issued by any of the nationalized bank / commercial bank in India, in favor of The Commissioner, GSDA, payable at Pune (the PG) valid for 60 day after the contract duration.

3.8.2- **Refund of PG-** the PG shall be refunded within the six months from the date of successful completion of the assignment/Contract.

3.8.3- **Forfeiture of PG-** PG shall be forfeited in the following cases:

- a. When any terms and condition of the contract is breached.
- b. When the selected agency/bidder fails to commence the services or fails to provide deliverables after partially executing the service.
- c. When selected agency/bidder fails to provide services up to the satisfaction of GSDA and within agreed time duration.

4. EVALUATION PROCESS

4.1-Evaluation of Proposals:-

4.1.1- The Responsive Technical proposals will be evaluated by the committee nominated by Directorate, GSDA. The Agency will be selected under **Quality and Cost Based Selection (QCBS)** Method and procedures described in the RFP document.

4.1.2- The technical proposal will be evaluated based on the qualification criteria mentioned in chapter 5 of the RFP document.

4.1.3- The technical proposals will be given a weightage of **70% (T=70)** while the financial proposals will be given a weightage of **30% (F=30)**.

4.1.4- The bidder who scores (Technical) minimum **60 marks out of 100 marks** as stated above shall be qualified and included in the short list for opening and evaluation of their financial proposals.

4.1.5- After the completion of technical evaluation, the GSDA will give Technical Score (Ts) to each Proposal and notify successful firms which have secured the minimum

qualifying mark, and intimate them the date and time set for opening the Financial Proposals.

4.1.6- The financial proposal of bidder shall be declared non-compliant & shall be summarily rejected if it is not in the range of (-) 20% to (+) 10% of the program rate provided in the BOQ.

4.1.7- The Financial Proposals shall be opened online publicly in the presence of the bidder's representatives who choose to attend. The name of the agency, the quality scores, and the proposed prices shall be read aloud and recorded when the Financial Proposals are opened.

4.1.8- In order to allow comparison of financial proposal on a common basis, each financial proposal will be carefully scrutinized and total price shall be determined.

The lowest financial proposal (*Flow*) will be given a financial score (Fs) of 100 points. The **Financial score (Fs)** of other financial proposal will be computed as;

Formula for determining the financial scores:

$$Fs = 100 \times Flow / F \text{ ---- (1)}$$

(Where, *Flow* is the lowest price among the bidders and **F** the price of the proposal under consideration quoted by the bidder)

4.1.9- **Combined and final evaluation:**

For this QCBS (Quality & Cost Based Selection) evaluation, the proposals will be evaluated and ranked according to their combined Technical (Ts) and Financial (Fs) scores using the weights (T= the weight given to the Technical proposal; F = the weight given to the Financial proposal; T + F = 1) as;

$$\text{Evaluated Bid Score (S)} = Ts \times T\% + Fs \times F\%. \text{ (Ts x 0.70 + Fs x 0.30)}$$

4.1.10- The bidder achieving the highest combined technical and financial evaluated bid score will be ranked as first i.e.H1 followed by the proposals securing lesser marks as H2, H3, etc.

4.1.11- The highest ranked (H1) bidder will be invited for the negotiations, if required and will be recommended for award of contract.

4.1.12- The next ranked (H2) bidder shall be kept in reserve and may be invited for negotiations in case the first ranked firm withdraws/fails to comply with the requirements specified hereinabove.

4.1.13- In the event, two or more bids have the same combined evaluated bid score (S), the bid with highest technical score among them will be H1 and be selected.

4.1.14- This evaluation procedure reflects high importance attached to quality and competence.

Please note that the client is not bound in any manner to select any of the bidder submitting proposals or to select the bidder offering the lower price.

4.1.15- GSDA shall open the proposals on the PDD as specified in clause **1.8** at the place and time specified in this RFP and in the presence of the bidders, who choose to attend. The technical proposals shall be opened first.

4.1.16- Prior to evaluation of Proposals, GSDA will determine whether each Proposal is responsive to the requirements of the RFP. A Proposal shall be considered responsive only if...

- a) The Technical Proposal is received in the forms (TECH 01 to 08) specified at Appendix-I
- b) It is received with in the PDD including any extension thereof.
- c) It is accompanied by the Power of Attorney for authorized signatory.
- d) It contains all the information (complete in all respect) as requested in the RFP.
- e) It does not contain any condition or qualification and
- f) It is not non-responsive in terms hereof

4.1.17- GSDA reserves the right to reject any proposal which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by GSDA in respect of such proposals.

4.1.18- After the technical evaluation, GSDA shall invite qualified bidders for opening of their financial proposals. A date, Time and Venue will be notified to all bidders for announcing the result of evaluation and opening of financial proposals. Before opening of the financial proposals, the list of pre-qualified bidders along with the technical scores will be read out.

4.1.19- The opening of the financial proposals shall be done in the presence of the respective representatives of bidders who choose to be present. GSDA will not entertain any query or clarification from the bidders who fail to qualify at any stage of the selection process. After the financial evaluation, the final ranking of the proposals shall be carried out.

4.1.20- Bidders are advised that the selection shall be entirely at the discretion of GSDA. Bidders shall be deemed to have understood and agreed that GSDA shall not be required to provide any explanation or justification in respect of the selection process or selection.

4.1.21- Any information contained in the proposal shall not be in any way construed as binding on GSDA, its employees, successors or assigns; but shall be binding against the bidder if the contract is subsequently awarded to it.

4.2- Confidentiality:-

Information relating to the examination, clarification, evaluation and recommendation for the selection of bidders shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising GSDA, in relation to the matters arising out of or concerning the selection process. GSDA shall treat all information, submitted as part of the proposal in confidence and shall require all those who have access to such material to treat the same in confidence. GSDA may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or to enforce or assert any right or privilege of the statutory entity and or GSDA or as may be required by law or in connection with any legal process.

5. CRITERIA FOR EVALUATION

5.1-Evaluation of Technical Proposals:-

5.1.1- The responsive technical proposals will be evaluated by the committee nominated by Directorate, GSDA. The technical proposal will be evaluated on the basis of bidder's experience, experience of key professionals and proposed approach and methodology.

Bidders who score 60 marks or more out of 100 in technical scrutiny shall be considered technically qualified and eligible for financial bid opening.

5.1.2- The technical proposals will be given a weightage of **70% while the financial proposals will be given a weightage of 30%.**

5.1.3- The evaluation of the technical proposal will be carried out in following two stages based on submitted documents:

a) **Stage 1:** Technical documents will be initially scrutinized based on the minimum eligibility criteria mentioned in clause 2.2, the bidder not fulfilling any of the minimum eligibility criteria shall be summarily rejected.

b) **Stage 2:** The bidder, who will fulfill minimum eligibility criteria mentioned in clause 2.2 will be further evaluated based on online documents submitted by the bidder as per the following marking criteria.

Sr. No.	Criteria	Evaluation Parameters	Max Marks	Documents Required
TE1	Financial and Professional Strength (20 Marks)			
TE 1.1	The agency should have minimum average annual turnover of Rs. 3 Crores during the financial years ,(2019-20, 2020-21 & 2021-22 Or 2020-21, 2021-22 & 2022-23)	Avg. Turnover (Cr.)	20 marks	Audited Balance sheet and Profit & Loss account statement of the Respondent for each of the audited financial years with CA certificate., (2019-20, 2020-21 & 2021-22 Or 2020-21, 2021-22 & 2022-23)
Up to Rs. 3 Crores		10		
Rs.3 Crores to Rs. 5 Crores		15		
		More than Rs. 5 Crores	20	

Sr. No.	Criteria	Evaluation Parameters	Max Marks	Documents Required								
TE2 Relevant Respondent Experience (80 Marks)												
TE 2.1	The agency must have experience of successfully completed minimum 3,500 trainings covering minimum 1,20,000 participants in agriculture / water/ watershed/ livelihood / rural development Sector during last seven years from PDD.	<table border="1"> <tr> <td colspan="2" data-bbox="644 235 1018 310">No. of Trainings completed in last 7 years</td> </tr> <tr> <td data-bbox="644 310 937 394">Minimum 3,500 trainings</td> <td data-bbox="937 310 1018 394">20</td> </tr> <tr> <td data-bbox="644 394 937 478">3,501 to 4,000 trainings</td> <td data-bbox="937 394 1018 478">25</td> </tr> <tr> <td data-bbox="644 478 937 1092">4001 & above</td> <td data-bbox="937 478 1018 1092">30</td> </tr> </table>	No. of Trainings completed in last 7 years		Minimum 3,500 trainings	20	3,501 to 4,000 trainings	25	4001 & above	30	30 marks	<p>1. Experience or performance certificate from Client mentioning the number of trainings conducted and participant covered therein.</p> <p>Project Details as per TECH-06</p> <p><i>(Note-</i></p> <p>1. The attached assignments will be chronologically arranged and the total no. of trainings and participant will be calculated from the year of first assignment completed in last seven years.</p> <p>2. In case the bidder has carried out earlier training assignment in joint venture / consortium mode, then performance certificate shall clearly mention number of trainings conducted & participants covered by each partner.</p> <p>OR</p> <p>If the experience has been earned by the bidder as a partner in a joint venture or consortium, then the proportionate value of experience in proportion to the actual share of bidder in that joint venture agreement will be considered against eligibility.</p>
No. of Trainings completed in last 7 years												
Minimum 3,500 trainings	20											
3,501 to 4,000 trainings	25											
4001 & above	30											
TE 2.2	The agency must have experience of successfully completed minimum 3500 trainings covering minimum 1,20,000 participants in agriculture / water/ watershed/ livelihood and rural development Sector during last seven years from PDD.	<table border="1"> <tr> <td colspan="2" data-bbox="644 1108 1018 1184">No of participants covered in last 7 years</td> </tr> <tr> <td data-bbox="644 1184 937 1247">Minimum 1,20,000</td> <td data-bbox="937 1184 1018 1247">20</td> </tr> <tr> <td data-bbox="644 1247 937 1331">1,20,001 to 1,45,000</td> <td data-bbox="937 1247 1018 1331">25</td> </tr> <tr> <td data-bbox="644 1331 937 1902">1,45,001 and above</td> <td data-bbox="937 1331 1018 1902">30</td> </tr> </table>	No of participants covered in last 7 years		Minimum 1,20,000	20	1,20,001 to 1,45,000	25	1,45,001 and above	30	30 marks	<p>1. Experience or performance certificate from Client mentioning the number of trainings conducted and participant covered therein.</p> <p>Project Details as per TECH-06</p> <p><i>(Note-</i></p> <p>1. The attached assignments will be chronologically arranged and the total no. of trainings and participant will be calculated from the year of first assignment completed in last seven years.</p> <p>2. . In case the bidder has carried out earlier training assignment in joint venture / consortium mode, then performance certificate shall clearly mention number of trainings conducted & participants covered by each partner.</p> <p>OR</p> <p>If the experience has been earned by the bidder as a partner in a joint venture or consortium, then the proportionate value of experience in proportion to the actual share of bidder in that joint venture</p>
No of participants covered in last 7 years												
Minimum 1,20,000	20											
1,20,001 to 1,45,000	25											
1,45,001 and above	30											

Sr. No.	Criteria	Evaluation Parameters	Max Marks	Documents Required
				agreement will be considered against eligibility...
TE 2.3	The agency must have a valid accreditation with NSDC / MSSDS /SSC or any Central / State Government Organization pertaining to training or valid ISO 9001-2015 certificate as on proposal submission date.	If yes	5 marks	Copy of valid certificates signed and stamped by the Authorized Signatory of the Respondent.
TE3	Approach & Methodology	Approach and methodology – overall understanding and its relevance to proposed work	15 Marks	
		Total	100	

5.2 Short Listing of Bidders

The bidder scoring minimum **60 marks out of 100** in technical evaluation based on the above-mentioned marking system shall be declared as technically qualified and will be eligible for opening of financial proposal.

5.3 Evaluation of Financial Proposal

5.3.1 For financial evaluation, the lump-sum cost of the consultancy assignment indicated in the financial proposal (BOQ), *excluding* Goods and service tax (GST) liabilities, shall be considered.

5.3.2 The cost indicated in the financial proposal (BOQ) shall be deemed as final and reflecting the total cost of services.

6. APPOINTMENT OF AGENCY

6.1 Negotiations

The selected bidder may, if necessary, be invited for negotiations. The negotiations may generally not be for reducing the price of the proposal but will be for re-confirming the obligations of the Agency under this RFP. Issues such as deployment of the Key Personnel, understanding of the RFP, methodology and quality of the work plan shall be discussed during negotiations.

6.2- Identity-

6.2.1 The Agency shall, subject to the provisions of the agreement, indemnify GSDA for an amount not exceeding the value of the agreement for any direct loss or damage that is caused due to any deficiency in services.

6.2.2 GSDA shall subject to the provisions of the agreement, indemnify the agency for any direct loss or damage or claims that is caused due to deficiency is in its responsibilities as defined in the agreement.

6.3 Award of Contract:

After selection, a letter of Award (the "LOA") shall be issued, in duplicate, by GSDA to the selected bidder and the selected bidder shall, within 15 (fifteen) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof. In the event of the duplicate copy of the LOA duly signed by the selected bidder is not received within the stipulated date, GSDA may, unless it consents to extension of time for submission thereof, cancel the LOA and the next highest-ranking bidder may be considered.

6.4 Execution of Agreement

After acknowledgment of the LOA as aforesaid by the selected bidder, both shall execute the Agreement within **seven** working days.

6.5 -Commencement of the Assignment:-

The Agency shall commence the services at the project site within 15 (fifteen) days of the date of the agreement or such other date as may be mutually agreed. If the agency fails to either sign the agreement as specified in clause **6.4** or commence the assignment as specified herein, GSDA may invite the second ranked bidder for negotiations. In such an event, the bid security of the first ranked bidder shall be forfeited and appropriated in accordance with the provisions of clause **3.7**.

6.6 Proprietary Data

Subject to the provisions of clause 5.1 & 4.2 all documents and other information provided by GSDA or submitted by a bidder to GSDA shall remain or become the

property of GSDA, bidders and the agency, as the case may be, are to treat all information as strictly confidential. GSDA will not return any proposal or any information related thereto. All information collected, analyzed, processed or in whatever manner provided by the agency to GSDA in relation to the selection of agency shall be the property of GSDA.

6.7 Penalty

The selected bidder shall render services strictly adhering to the period mentioned in the clause 2.4 of RFP and in contract agreement. Any delay in achieving the milestones except approved by the Commissioner, GSDA in writing shall attract penalty of 1% of total value of contract per month of the delayed services subject to maximum of 10% of the contract value. If the delay is beyond three months, then the Commissioner GSDA has the right to issue termination notice. The Amount shall be recovered from the bill due or from the Performance Guarantee.

7. FRAUD AND CORRUPT PRACTICES

- 7.1 The bidder and their respective officers, employees, agents and advisors shall observe the highest standard of ethics during the selection process. Notwithstanding anything to the contrary contained in this RFP, GSDA shall reject a proposal without being liable in any manner whatsoever to the bidder, if it determines that the bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively "The Prohibited Practices") in the selection process. In such an event GSDA shall without prejudice to its any other rights or remedies forfeit and appropriate the bid security, if available, as mutually agreed genuine pre-estimated compensation and damages payable to GSDA for, inter alia, time, cost and effort of GSDA in regard to the RFP, including consideration and evaluation of such bidder's proposal.
- 7.2 Without prejudice to the rights of GSDA under clause 7.1 herein above and the rights and remedies which GSDA may have under the LOA or the agreement, if a bidder or agency, as the case may be, is found by GSDA to have directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice coercive practice, undesirable practice or restrictive practice during the selection process, or after the issue of the LOA or the execution of the agreement, such bidder or agency shall not be eligible to participate in any tender or RFP issued by GSDA during a period of 3 years from the date such bidder or agency, as the case may be, is found to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- 7.3 For the purposes of this clause, the following terms shall have the meaning hereinafter respectively assigned to them...
- a) "corrupt practice" means (i) the offering, giving, receiving, or soliciting, directly or indirectly of anything of value to influence the action of any person connected with the selection process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of GSDA who is or has been associated in any manner, directly or indirectly, with the selection process for the LOA or has dealt with matters concerning the agreement for arising there from, before or after the execution thereof, at any time prior to the expiry

of one year from the date, such official resigns or retires from or otherwise ceases to be in the service of GSDA, shall be deemed to constitute influencing the actions of a person connected with the selection process; or (ii) save as provided herein, engaging in any manner whatsoever, whether during the selection process or after the issue of the LOA or after the execution of the agreement, as the case may be, any person in respect of any matter relating to the project or the LOA or the agreement, who at any times has been or is a legal, financial or technical consultant / advisor of GSDA, in relation to any matter concerning the project.

- b) "Fraudulent Practices" means misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the selection process.
- c) "Coercive Practices" means impairing or harming or threatening to impair or harm directly or indirectly, any persons or property to influence any person's participation or action in the selection process.
- d) "Undesirable Practices" means (i) establishing contact with any person connected with or employed or engaged by GSDA with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the selection process; or (ii) having a conflict of interest.
- e) "Restrictive Practices" means forming a cartel or arriving at any understanding or arrangements among bidders with the objective of restricting or manipulating a full and fair competition in the selection process.

8. MISCELLANEOUS

- 8.1** The selection process shall be governed by and constructed in accordance with the laws of India and the courts in the State of Maharashtra in which GSDA has its headquarter, shall have exclusive jurisdiction over all disputes arising under, pursuant to and / or connection with the selection process.
- 8.2** GSDA in its sole discretion and without incurring any obligation or liability, reserves the right, at any time to...
- a) Suspend and / or cancel the selection process and / or amend and / or supplement the selection process or modify the dates or other terms and conditions relating thereto;
 - b) Consult with any bidder on order to receive clarification or further information.
 - c) Retain any information and / or evidence submitted to GSDA by on behalf of and / or in relation to any bidder; and / or
 - d) Independently verify, disqualify, reject and / or accept any and all submissions or other information and / or evidence submitted by or on behalf of any bidder.
- 8.3** It shall be deemed that by submitting the proposal, the bidder agrees and releases GSDA, its employees, agents and advisers, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and /or performance of any obligations hereunder, pursuant hereto and / or in connection herewith and waives any and all rights and/ or claims it may have in this respect, whether present or future.
- 8.4** All documents and other information supplied by GSDA or submitted by a bidder shall remain or become, as the case may be, the property of GSDA. GSDA will not return any submissions made hereunder. bidders are required to treat all such documents and information as strictly confidential.
- 8.5** GSDA reserves the right to make inquiries with any of the clients listed by the bidders in their previous experience record.

8.6-Force Majeure: -

8.6.1- Definition: -

- (a) For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party, is not fore-see able, is unavoidable and not brought about by or at the instance of the party claiming to be affected by such events and which has caused the non-performance or delay in performance, and which makes a party's performance of its obligations hereunder impossible or so impractical as

reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other extreme adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by government agencies.

- (b) Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or by or of such Party's Sub-agency or agents or employees, nor (ii) any event which a diligent party could reasonably have been expected both to take into account at the time of the conclusion of this contract, and avoid or overcome in the carrying out of its obligations hereunder.
- (c) Subject to clause 8.6.2, Force Majeure shall not include insufficiency of funds or inability to make any payment required hereunder.

8.6.2- No Breach of Contract:

The failure of a Party to fulfill any of its obligations hereunder shall not be considered to be a breach of, or default under, this contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this contract.

8.6.3- Measures to be taken:

- (a) A Party affected by an event of Force Majeure shall continue to perform its obligations under the contract as far as is reasonably practical, and shall take all reasonable measures to minimize the consequences of any event of Force Majeure.
- (b) A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any case not later than fourteen (14) days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible.
- (c) Any period within which a party shall, pursuant to this contract, complete any action or task, shall be extended for a period equal to the time during which such party was unable to perform such action as a result of Force Majeure.
- (d) During the period of their inability to perform the services as a result of an event of Force Majeure, the Consultant, upon instructions by the "GSDA", shall either
 - (i) Demobilize; or
 - (ii) continue with the services to the extent possible, in which case the Consultant shall continue to be paid proportionately and on prorated basis, under the terms of this contract.

(e) In the case of disagreement between the parties as to the existence or extent of Force Majeure, the matter shall be settled according to Clause 8.7.

8.7-Dispute Settlements:

8.7.1-Amicable Settlement:

Performance of the contract is governed by the terms & conditions of the contract, in case of dispute arises between the parties regarding any matter under the contract, either Party of the contract may send a written notice of dispute to the other party. The party receiving the notice of dispute will consider the notice & respond to it in writing within 30 days after receipt. If that party fails to respond within 30 days, or the dispute cannot be amicably settled within 60 days following the response of that party, clause GC 8.7.2 shall become applicable.

8.7.2-Arbitration:

In the case of dispute arising upon or in relation to or in connection with the contract between the GSDA and the agency, which has not been settled amicably, any party can refer the dispute to the empowered Committee for Externally Aided Projects under the WSSD for settlement and if it is still not settled amicably then any party can refer the dispute for Arbitration under (Indian) Arbitration and Conciliation Act, 1996. Such disputes shall be referred to an Arbitral Tribunal consisting of 3 (three) arbitrators, one each to be appointed by the GSDA and the agency, the third arbitrator shall be chosen by the two arbitrators so appointed by the parties and shall act as Presiding Arbitrator. In case of failure of the two arbitrators, appointed by the parties to reach a consensus regarding the appointment of the third arbitrator within a period of 30 days from the date of appointment of the two arbitrators, the Presiding arbitrator shall be appointed by the Additional Chief Secretary/Principal Secretary, Water Supply and Sanitation Department (WSSD), Government of Maharashtra (GoM). The Arbitration and Conciliation Act, 1996 and any statutory modification or re-enactment thereof, shall apply to these arbitration proceedings.

8.7.3- Arbitration proceedings shall be held in Maharashtra at the place indicated in SC and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English.

8.7.4-The decision of the majority of arbitrators shall be final and binding upon both parties. The expenses of the arbitrators as determined by the arbitrators shall be shared equally by the GSDA and the agency. However, the expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself. All arbitration awards shall be in writing and shall state the reasons for the award.

Annexure 01: TERMS OF REFERENCE OF SERVICES (ToR)

1. Background

Atal Bhujal (Atal Jal) Scheme, 100% centrally sponsored scheme is being implemented in 1133 Gram Panchayat and 1442 villages in 13 districts of Maharashtra. The main objective of this scheme is to bring sustainability in groundwater resources through demand-supply management. The scheme is targeted at sustainable ground water management, mainly through convergence among various on-going schemes with the active involvement of local communities and stakeholders in the villages selected in the scheme. For this, each selected Gram Panchayat is expected to prepare a water budget through public participation and prepare a water security plan based on it (which will include supply and demand management activities) and implement it through various government schemes in the next 2 years.

One of the key objectives of the scheme is to create competent institutional arrangements at the village level for sustainable groundwater development. Providing knowledge, skill and right attitude are important and training is very good instrument for transferring same. Each village selected under the Atal Bhujal Yojana is expected to prepare a ground water budget through public participation for effective groundwater management (water use as per availability) and prepare a water security plan accordingly. It is expected to update WSP every year with help of DIP and DPMU. WSP mainly consist of supply and demand side interventions. All these works are intended to be implemented mainly through existing government schemes/ programs. It is expected to train, enable and involve village level stakeholders such as members of Village Health, Nutrition, Water and Sanitation Committee and Gram Panchayat, Government and Semi-Government employees, progressive farmers, well owners, leaders of community-based organizations, Bhujalmitra etc..

The training is expected to impart the necessary knowledge and skills to the key stakeholders to make the implementation of the scheme effective, as well as to create a positive mindset and enabling environment for the active participation of the villagers in the implementation of the scheme. Understanding the need for training of stakeholders engaged at various level, capacity building plan has already been prepared at state level.

2. Objectives

Objectives of organizing Gram Panchayat level trainings are as below:

- To build Capacity (knowledge, skills and positive/ right attitude) of key stakeholders at Gram level and motivate them to take active part in implementation of the scheme.
- Creation of a competent support team /village level resource pool for effective implementation of Water-Security Plan which will further take up monitoring and appropriate follow up activities
- To enhance participation of all stakeholders in various activities and tasks proposed under Atal Bhujal Yojana and motivate them to create institutional arrangements at village level for sustainable ground water development.

To enhance capacity of block level key stakeholders for ensuring convergence of on-going schemes

3. Nature and Scope of Work

The main task of this assignment under Atal Bhujal Yojana is to provide training to Gram level stakeholders such as members of Village Health, Nutrition, Water and Sanitation Committee, members of Gram Panchayat, government and semi-government employees, progressive farmers, well owners, leaders of community-based organizations, Bhujal mitra etc. The scope of work of this assignment is as below:

1. For the effective implementation of Atal Bhujal Yojana at the Gram Panchayat level, 10 trainings are to be organized at each Gram Panchayat as per the approved Annual Action Plan for the year 2023-24.
2. A total of 11330 trainings are proposed to be implemented in 1133 Gram Panchayat from 43 talukas of 13 districts.
3. During the assignment or contract extension period, if the number of training increases, the selected agency will deliver extra training with the agreed per training rate finalized through this tender process.

In the financial year 2023-24, a total no. of 10 trainings are to be organized in each Gram Panchayat this year as per the given schedule. It is expected that, these trainings will facilitate speeding up of the activities, works as proposed in the scheme. Details of the trainings to be conducted and the target groups are given below.

3.1 Trainings and Target Group:

The details of GP level training are as below.

3.1.1 Gram Panchayat level 10 training programs are as follows;

Sr. No.	Training Theme	Training Duration in days	Expected Participants Number	Targeted Gram Panchayats	Total Participants	Probable Date of Training	Details of Participants
1	Refresher training – WSP updataion & implementaiton / ATAL JAL competition.	1	35	1133	39655	Jun-2023	Grampanchyat members, village health, nutrition, Water and Sanitation Committee members, CBO's leader
2	Introduction to Groundwater Act.	1	35	1133	39655	Jul- 2023	GP members, members of village Health, nutrition, Water and Sanitation Committee, CBO's leader, well owners / farmers etc.

Sr. No.	Training Theme	Training Duration in days	Expected Participants Number	Targeted Gram Panchayats	Total Participants	Probable Date of Training	Details of Participants
3	Handling & use of key instruments supplied/installed for GW level and rainfall measurement.	1	35	1133	39655	Aug-2023	GP and VHNW&SC members, Bhujal mitra, Jalsurakshak CBOs members, GP level government / semi-Govt /Non-Government officials etc.
4	Importance of water quality management.	1	35	1133	39655	Sep-2023	Grampanchayat members, village Health, nutrition, Water and Sanitation Committee members, water person, Anganwadi Sevika, ASHA worker
5	Training on water budgeting and crop planning / /diversification.	1	35	1133	39655	Oct-2023	Gram Panchayat members, members of village health, nutrition, Water and Sanitation

Sr. No.	Training Theme	Training Duration in days	Expected Participants Number	Targeted Gram Panchayats	Total Participants	Probable Date of Training	Details of Participants
							Committee and well owners / farmers
6	Introduction to group farming and Farmer Producer Co. with reference to millets.	1	35	1133	39655	Nov-2023	Progressive farmers, well owners representative of CBOs
7	Introduction to Maintenance of key recharge structures.	1	35	1133	39655	Dec-2023	GP and VHNW&SC members, CBOs members, Bhujal mitra, Jalsurakshak and village level government / semi-Govt
8	Training on water saving technologies in Agriculture.	1	35	1133	39655	Jan-2024	Well owners , farmers Gram Panchayat members, members of village health, nutrition, Water and

Sr. No.	Training Theme	Training Duration in days	Expected Participants Number	Targeted Gram Panchayats	Total Participants	Probable Date of Training	Details of Participants
							Sanitation Committee etc.
9	Organization and facilitation of campaigns for community mobilization.	1	35	1133	39655	Feb-2024	Progressive farmers, well owners representative of CBOs
10	Training on construction, supervision, quality control and maintenance of supply side interventions.	1	35	1133	39655	Mar-2024	GP members, village health, nutrition, Water and Sanitation Committee members, village level front line workers
Total		10		1133	396550		

Note: Number of Trainings and participants may change depending on the number of Gram Panchayats to be selected/participated

3.2 Manpower/Resource Persons

The training is expected to be conducted at the Gram Panchayat level and it is mandatory to have at least two trainers to conduct each training. During the project duration it is necessary to organize 10 trainings in each Gram Panchayat as per given schedule. Considering this, it is expected to complete Gram Panchayat trainings in 13 districts as per schedule. For the successful execution of this project the Training Institute has to conduct Training of Trainers (ToT) of 120 resource persons and deploy at least 94 resource persons. 13 coordinators, 5 MIS executives. Below table gives idea about district and taluka wise manpower requirement.

Required Number of Resource Persons based on number of Gram Panchayat:

Sr. NO.	District	Blocks	Number of Gram Panchayat	Required Training Resource Persons	Training Coordinator at District level
1	Pune	Baramati	106	10	1
		Indapur			
		Purandar			
2	Satara	Khatav	97	8	1
		Man			
		Wai			
		Mahabaleshwar			
3	Sangli	Jat	94	10	1
		KavatheMahankal			
		Miraj			
		Khanapur			
		Tasgaon			
4	Solapur	Madha	114	10	1
		Mohol			
		Pandharpur			
		Malshiras			
5	Nashik	Deola	116	12	1
		Sinnar			
		Nashik			
6	Ahmednagar	Rahata	100	10	1
		Sangamner			
		Karjat			
7	Jalgaon	Amalner	100	10	1
		Parola			
		Raver			
		Yawal			
8	Jalna	Ghansavangi	37	6	1
		Jalna			
		Partur			
9	Latur	Chakur	115	16	1
		Latur			
		Nilanga			
		Renapur			

Sr. NO.	District	Blocks	Number of Gram Panchayat	Required Training Resource Persons	Training Coordinator at District level
		Shirur Anantpal			
10	Osmanabad	Osmanabad	48	6	1
		Umarga			
11	Amravati	Chandur Bajar	93	10	1
		Morshi			
		Warud			
12	Buldhana	Motala	42	6	1
		Malkapur			
13	Nagpur	Katol	71	8	1
		Narkhed			
Total		43	1133	120	13

The Training Partner Institute has to conduct Training of Trainers (ToT) of 120 resource persons and deploy at least 94 resource persons. 13 district coordinators and 5 MIS taken into consideration while hiring the manpower.

Sr. No.	Position	Academic Qualification	Relative Experience (Minimum)
1	Agri Expert	Diploma/ Degree in Agriculture	2 Year
2	Water Conservation	Diploma/ Degree in Engineering / Degree in Agri. Engineering	2 Year
3	Social Development/ Communication Expert	Diploma or Degree in Social Work/ Mass Communications	2 Year
4	Local Coordinator	Diploma/ Degree in any stream	2 Year
5	MIS Executive	Diploma/ Degree in any stream	1 Year Experience of Computer/ IT work

4. Responsibilities regarding Training Planning and Coordination:

All 10 Trainings will be organized at the respective Gram Panchayat level. The responsibility of key stakeholder is as below.

4.1 Responsibilities of Training Partner Institute:

- Training should be organized at the respective Gram Panchayat level.
- The primary responsibility of organizing training is lies with selected Training Institutes.
- The training partner agency will be responsible for offline/online registration of trainees.
- The Training Partner will be responsible for receiving the collected information of the trainees from the District Implementation Partner and uploading it on the MIS system before the commencement of the training.
- The Training Partner will inform State Project Management Unit and District Project Management Unit about the training schedule.
- Training Partner shall make necessary arrangements of IT equipment (Digital camera, LCD Projector, Laptop, Sound system etc.) and chart paper, related games material at the training venue for training delivery.
- Each training to be conducted at Gram Panchayat level is a one-day event and actual training duration should be at least 4 to 5 hours.
- Below material should be given to the participants/ trainees during the training.
 1. Reading Material hard copy and also (in the form of soft file/E-Booklet, distribution through suitable platform)
 2. Tea and Breakfast
 3. Stationary - pen and notebook
 4. E-Certificate of Participation
- It is necessary to deploy experienced trainer's/ resource persons to conduct the 10 trainings proposed at Gram Panchayat level as mentioned in the table above. Out of the three types of expertise, it is mandatory to have at least 2 trainers to conduct the training as per the requirement of the subject.
- Training Partner should develop two books for each training in Marathi. The first book should be facilitators guide for the trainer and the second book should be reading material for participants as well as trainers. For developing training booklet content, the Training Partner should refer the training outline prepared by SPMU consisting of profile of target audience, training objectives, duration, main sessions and expected training output as mentioned in **Annexure-1**. The Training Partner will distribute the reading material in the form of hard copy as well as E-booklet or soft file through suitable platform to the training participants.
- The training material to be prepared by Training Partner agency and it should be reviewed and checked by SPMU and DPMU. Also, for each training, the training partner should organize TOT of deployed resource persons.
- TOT training logistic and training plan will be part of this assignment and no separate funds will be provided for this task.
- Training partner should inform TOT dates well in advance along with training schedule to SPMU.

- A physical/hard copy of the reading material should be provided to each Gram Panchayat office.
- Training Report: It is necessary to prepare training report for each of the training conducted at Gram Panchayat level. The training report in online and offline format must cover below points.
 - ✓ Trainee Attendance Sheet
 - ✓ Training-wise program agenda
 - ✓ Training date and venue
 - ✓ Photographs of training programs (with timestamp)
 - ✓ Proof of submission of physical/ hard copy of the training material at the Gram Panchayat office and distribution of E-booklet/ soft file to trainees through suitable social media
 - ✓ Training report should include training number, date, venue address, photograph, subject or session details / proceedings, trainee feedback, attendance (male, female, others etc.)
 - ✓ Trainee Feedback- Importance and usefulness of training
 - ✓ Training Outcomes
- The Training Partner will be provided with the necessary format by SPMU for preparing the training report.
- Each training shall be ended up with the preparation of Action Plan with the participation of trainings. The follow up of this Action Plan shall be taken up in the next round of training.
- All the training reports should be updated and uploaded on MIS by the Training partner in the given format.

4.2 Responsibilities of District Project Implementation (DIP)

- DIP will provide necessary assistance for taking training work forward.
- At Gram Panchayat level, District Implementation Partner will provide assistance to training agency for sharing/ communicating the training schedule with the participants at least 5 days in advance and ensure their attendance on the day of training for the entire training program.
- District Implementation Partner will intimate any change in the training calendar to all stakeholders including participants at least two days in advance.
- It will be the responsibility of the District Implementing Partner to secure the availability of training location with help from Gram Panchayat as per training schedule.
- The community mobilizer of DIPs will have to be present at the training venue on the day of training for the entire duration of the program. Community mobilizer will assist resource persons during the training as per requirement of resource person.

4.3 Responsibilities of Gram Panchayat (GP)

- Provide training venue for organizing training (capacity 50 participants).
- Inform VWSC, GP and other potential participants regarding training date, topic, time and venue etc.

- Assist resource persons / training partner agency for successful organization of training

4.4 Responsibilities of District Project management Unit (DPMU)

- Assist training partner agency for preparing training calendar
- Support in organization of training
- Inform DIP and GPs regarding proposed training and take follow up for successful organization
- Conduct training monitoring and give feedback to SPMU
- The training material to be prepared by Training Partner agency and it should be reviewed and checked by SPMU and DPMU.

4.5 Responsibilities of State Project Management unit (SPMU)

- Provide training outline (consisting training name, target group, duration, objective, key session, expected output etc.) to training partner institutes
- Give input on finalization of training module and manual
- Provide feedback on booklets prepared by training institutes
- Provide inputs to the training partner institutes in conducting ToTs at state level.
- Training monitoring
- Conduct review of the training programme and suggest course of action to the training partner institute if require.

5. Main Deliverables and Payment

Payment to the Training Partner will be made after verification of training deliverables as mentioned below. The Training Partner will submit monthly district wise report about trainings conducted in the respective month. The 100% payment for that monthly period will be made after the approval by District Project Management Unit (DPMU) online and offline report and hard copy of report should be submitted to SPMU with an invoice.

Sr. No.	Main Deliverables	Total number of trainings	Number of Training	Payment Disbursal Stage
1	Organization of state level TOT of resource person on each topic and submission of training roll out plan	1	1	Nil

Sr. No.	Main Deliverables	Total number of trainings in 1.5 months	Number of Training Reports in 1.5 months	Payment Disbursal Stage
2	Successful completion of first training in each Gram Panchayat, submission of training report of each training on MIS portal and after submission of Hard Copy to SPMU	1133	1133	10% of contract value will be paid after receipt & acceptance of 1 st training successfully completion report by GSDA
3	Successful completion of second training in Gram Panchayat, submission of training report of each training on MIS portal and after submission of Hard Copy to SPMU	1133	1133	10% of contract value will be paid after receipt & acceptance of 2 nd training successfully completion report by GSDA
4	Successful completion of third training in Gram Panchayat, submission of training report of each training on MIS portal and after submission of Hard Copy to SPMU	1133	1133	10% of contract value will be paid after receipt & acceptance of 3 rd training successfully completion report by GSDA
5	Successful completion of fourth training in Gram Panchayat, submission of training report of each training on MIS portal and Hard Copy submitted to SPMU	1133	1133	10% of contract value will be paid after receipt & acceptance of 4 th training successfully completion report by GSDA
6	Successful completion of fifth training in Gram Panchayat, submission of training report of each training on MIS portal and after submission of Hard Copy to	1133	1133	10% of contract value will be paid after receipt & acceptance of 5 th training successfully completion report by GSDA

	SPMU			
7	Successful completion of sixth training in Gram Panchayat, submission of training report of each training on MIS portal and after submission of Hard Copy to SPMU	1133	1133	10% of contract value will be paid after receipt & acceptance of 6th training successfully completion report by GSDA
8	Successful completion of seventh training in Gram Panchayat, submission of training report of each training on MIS portal and after submission of Hard Copy to SPMU	1133	1133	10% of contract value will be paid after receipt & acceptance of 7th training successfully completion report by GSDA
9	Successful completion of eighth training in Gram Panchayat, submission of training report of each training on MIS portal and after submission of Hard Copy to SPMU	1133	1133	10% of contract value will be paid after receipt & acceptance of 8th training successfully completion report by GSDA
10	Successful completion of ninth training in Gram Panchayat, submission of training report of each training on MIS portal and after submission of Hard Copy to SPMU	1133	1133	10% of contract value will be paid after receipt & acceptance of 9th training successfully completion report by GSDA
11	Successful completion of tenth training in Gram Panchayat, submission of training report of each training on MIS portal and after submission of Hard Copy to SPMU	1133	1133	10% of contract value will be paid after receipt & acceptance of 10th training successfully completion report by GSDA

Note: The payment will be made on pro-rata basis against completion of respective trainings and approval of report. The payment will be paid based on actual no. of trainings conducted.

The GSDA will not be responsible to make any fixed amount of payment in case of non-completion of trainings and GSDA reserves right to extend or curtail total numbers of trainings or no. of participants.

The total payment payable to successful bidder will not exceed the total quoted and agreed amount by the successful bidder.

Annexure -1

Sr. NO	Subjects of Training	Details of Trainees	Objectives of Training	Main Sessions of Training	Deliverables of Training
1	Refresher training – WSP updataion & implementaiton / ATAL JAL competition.	Grampanchy at Members, Village Health, Nutrition, Water and Sanitation Committee members, CBOss leaders	<ul style="list-style-type: none"> • At the end of training participant will able to • Explain WSP updataion process • Elaborate process of WSP implementation • Present which schemes are useful according to the works proposed in water security plan. • Explain key government schemes and they get inspired to create team of resource persons for acquiring the method for coordinating between various government schemes • Trainees should divide responsibilities for coordinating / converging government schemes and decide a system for its monitoring. 	<ul style="list-style-type: none"> • WSP and its refining / updataion process • Implementatio n of WSP • Key relevant government schemes • Role of key stakeholders • Introduction to ATAL JAL competition • Action plan for WSP implementation and execution of ATAL JAL competition.. 	<p>After completing the training</p> <ul style="list-style-type: none"> • Trainees can describe WSP updating process on co-orientation/ single point orientation (Integration). • Trainees will smoothly present process for WSP implementation • Trainees will have an understanding on which schemes are useful according to the proposed works in water security plan. • Trainees can explain the methodology for coordinating between various government schemes. <p>Trainees will be ready to implement atal jal competition in their village</p>

Sr. NO	Subjects of Training	Details of Trainees	Objectives of Training	Main Sessions of Training	Deliverables of Training
2	Introduction to Groundwater Act & Atal Jal competition.	GP members, Members of Village Health, Nutrition, Water and Sanitation Committee, CBO leaders, well owners / farmers etc.	<p>At the end of training Participant will able to</p> <ul style="list-style-type: none"> • present need and importance of Ground water in their life • share key clauses in GW act for this purpose. • List out social measures for GW management and explain role of GP, CBOs and villagers in GW management • Describe key components of atal jal competition and evaluation criteria 	<ul style="list-style-type: none"> • Need and importance of groundwater • Introduction to groundwater act • Role of GP in groundwater • Introduction to atal jal competition. • Evaluation matrix • Action plan – for rolling out ATAL JAL competition and GW management 	<p>On completion of Training</p> <ul style="list-style-type: none"> • Trainees will able to elaborate importance of GW in their life • Trainees will capable to share key aspects in GW act • Participant can present key social measures for GW management • Trainees will able to elaborate key content of ATAL JAL competition. • Trainee will prepare action plan for rolling ATAL JAL competition. in their village and also for sustainable use og GW.
3	Handling & use of key instruments installed for GW level and rainfall measurement	Bhujal mitra, Jalsurakshak GP and VHNW&SC members, CBOs members, GP level government / semi-Govt /Non-Government officials etc.	<ul style="list-style-type: none"> • AT the end of training the participant will be able to • Explain key instruments, its functioning and use in data collection • Demonstrate rainfall and GW level measurement • Record rainfall and GW level and draw Jalalekh • Role of key stakeholders in data collection, recording, analysis, disclosure and its use in planning 	<ul style="list-style-type: none"> • Introduction to key instruments installed at GP level • Methodology of GW and rainfall measurement • Practical- GW and rainfall measurement and its recording • Role of key stakeholder in data management 	<p>After completing the training</p> <ul style="list-style-type: none"> • Trainees will be explain key instruments along with its functioning • Trainees can prepare Jalalekh • Trainees can measure rain and ground water level and record it in relevant book <p>Trainee understand role of key stakeholders and ready to take the responsibility</p>

Sr. NO	Subjects of Training	Details of Trainees	Objectives of Training	Main Sessions of Training	Deliverables of Training
4	Importance of water quality management	Grampanchy at Members, Village Health, Nutrition, Water and Sanitation Committee members, Water person, Anganwadi Sevika, ASHA worker	<p>At the end of training participant will be able to</p> <ul style="list-style-type: none"> • Explain term water quality, basic standard value and its importance • Present causes of water pollution • Elaborate preventive and curative measures for arresting water pollution and process of sample collection • Demonstrate WQ testing by using kit • Role of GP in ensuring quality supply of water for drinking and farming purpose 	<ul style="list-style-type: none"> • Introduction to key characteristic of water • Concept of WQ management • Key pollutants and preventive and curative measures • Practical- WQ testing by using kit, OT test, H2s vial • Role of GP in WQ management 	<p>After completing the training</p> <ul style="list-style-type: none"> • Participant can explain the key characteristic of water and basic Indian standard • Participant will be able to share Concept of WQ management • key causes of water pollution, preventive and curative measure for ensuring • participant can demonstrate WQ testing exercise independently • Participant will be able to describe responsibility of key stakeholder in managing WQ.
5	Training on water budgeting and crop planning / diversification	Gram Panchayat Members, Members of Village Health, Nutrition, Water and Sanitation Committee and well owners / farmers	<p>At the end of training Participant will be able to</p> <ul style="list-style-type: none"> • Describe what is water budget, its importance and its various components. • Explain method of developing water budget for the village. • Present measurement of rain and ground water level and its recording technique. • Explain term crop diversification and its 	<ul style="list-style-type: none"> • Water budget - concept, key components, need and importance • Methodology of preparing water budget. • Introduction to key instruments at village level • Practical - Measurement of rainfall and ground water level and its recording. Water graph. • Introduction to crop diversification and its 	<p>After completing the training</p> <ul style="list-style-type: none"> • Trainees will be able to explain water budget, key components and its importance. • Trainees can create water budget for the village. • Trainees can measure rainfall and ground water level and record it and will be inspired to maintain the record. • Trainee will be able to create crop plan using less water consuming crops based on water budget.

Sr. NO	Subjects of Training	Details of Trainees	Objectives of Training	Main Sessions of Training	Deliverables of Training
			its importance under ATAL JAL.	importance under ATAL JAL <ul style="list-style-type: none"> Game based learning on crop planning. 	<ul style="list-style-type: none"> Trainee will prepare action plan for crop diversification
6	Introduction to group farming and FPC with reference to millets	Progressive farmers, well owners representative of CBOs	<ul style="list-style-type: none"> At the end of training the participant will be able to Explain concept of group farming Elaborate concept of FPC Present opportunities for FPC Importance of millets Role of key BoDs and shareholder 	<ul style="list-style-type: none"> Introduction to Group farming Intro. To PGs and FPCs Opportunities for FPCs Role of key BoDs and shareholders Importance of millets Action plan – Group farming 	<p>After completing the training</p> <ul style="list-style-type: none"> Trainees will explain importance group farming and FPC Trainees can present process of formation of PGs and FPCs Role of BoDs and shareholders Trainees can prepare plan for cultivating millets
7	Introduction to Maintenance of key recharge structures	GP and VHNW&SC members, CBOs members, Bhujal mitra, Jalsurakshak and village level government / semi-Govt /Non-Government officials etc.	<p>At the end of training the participant will be able to</p> <ul style="list-style-type: none"> Elaborate concept of O & M Explain key structures and their functions Present strategy for maintenance Importance of exit and handing over of structures Role of key stakeholders 	<ul style="list-style-type: none"> Concept of O & M Key structures and their functions O & M of key structures Role of key stakeholders Handing over and exit Action plan – Group farming 	<p>After completing the training</p> <ul style="list-style-type: none"> Trainees will explain O & M concept Trainees can present recharge structures and their maintenance Trainees will explain structure wise maintenance Role of key stakeholders and handing over and exit process. <p>Trainees can prepare plan for ensuring O & M structures</p>

Sr. NO	Subjects of Training	Details of Trainees	Objectives of Training	Main Sessions of Training	Deliverables of Training
8	Training on water saving technologies in Agriculture	Well Owners, farmers Gram Panchayat Members, Members of Village Health, Nutrition, Water and Sanitation Committee etc.	At the end of training participant will be able to <ul style="list-style-type: none"> • Explain need and importance of water saving practices in agriculture and components of water budget • List out various water saving measures in farming and allied activities. • Elaborate key water saving techniques in farming, various government schemes related to it and action plan for its implementation Describe measures listed out in WSP and elaborate process for accessing funds under PMKSY + ATAL JAL along with documnets 	<ul style="list-style-type: none"> • Concept of water budget (water availability (supply) & demand) • Importance of water saving in farming and allied business • Options for water saving • Major water saving techniques (drip, sprinklers, rain pipe, silage, absorber, hydroponics, in situ soil and water conservation etc.) • Implementation of water saving measures prescribed in water security plan. • Introduction to PMKS • Action plan for implementing measures related to water saving 	After completion of the training <ul style="list-style-type: none"> • Trainees will be able explain how their village gets water and their demand/use ratio. • Trainees can explain the need of saving water in farming and about various measures for the same. • Trainees can elaborate information about major water saving measures and will be inspired for implementing the same. Trainees will be present process for accessing grant under PMKSY + ATAL JAL along with required documents and action plan for implementing measures in WSP
9	Organization and facilitation of campaigns for community	GP and VHNW&SC members, Bhujal mitra, Jalsurakshak CBOs members,	At the end of training the participant will be able to <ul style="list-style-type: none"> • Explain importance of communication in ATAL JAL implementation • Present key 	<ul style="list-style-type: none"> • Introduction to communication • Communication tools • Campaign for communication • Role of key stakeholder in campaigns organization 	After completing the training <ul style="list-style-type: none"> • Trainees will be explain importance of communication • Trainees can present do's and don'ts for organization communication

Sr. NO .	Subjects of Training	Details of Trainees	Objectives of Training	Main Sessions of Training	Deliverables of Training
	mobilization	GP level government / semi-Govt /Non-Government officials etc.	<p>communication tools</p> <ul style="list-style-type: none"> • Campaigns for community mobilization • Role of key stakeholders in communication and organization of campaigns 	<ul style="list-style-type: none"> • Action plan – key communication campaign 	<p>campaign</p> <ul style="list-style-type: none"> • Trainee understand role of key stakeholders and ready to take the responsibility for organization of campaign • Trainees can prepare communication plan
10	Training on construction, supervision, quality control and maintenance of supply side interventions	GP members, Village Health, Nutrition, Water and Sanitation Committee members, village level front line workers	<ul style="list-style-type: none"> • To orient participants on proposed works especially supply side • measures proposed under Water security plan for trainees. • To elaborate importance of each structure, its functioning and construction process • To share Villagers and GP members responsibility in implementation of the water conservation and recharge structures • To establishing a monitoring system for implementation of the WSP and orient participant about O & M structures 	<ul style="list-style-type: none"> • Introduction to WSP (water budget and key measures • Key supply side measures • Construction process of key structures • Role of key village level stakeholders in implementation of key supply side works • Do's and Don'ts in implementation of key supply side measures • Role of key village level stakeholders (GP, VWSC, villagers etc.) • Monitoring the Implementation of Plan and their O & M • Plan of Action – for tracking progress of WSP. 	<p>After completion of the training</p> <ul style="list-style-type: none"> • Trainees will be able to list of key supply side measures in WSP and explain key supply side measure functioning. • Trainees will present construction process of key structures. • Trainees will briefly share stakeholder wise responsibility in WSP implementation. • Trainees will describe monitoring mechanism for tracking progress of supply side measures <p>Trainees will elaborate O & M concept and monitoring system for WSP implementation.</p>

6.0 - Other Conditions :

1. The selected bidder needs to operate directly in the field (GPs/Villages) of the assigned district.
2. Logistical Cost of training / workshops for stakeholders/IEC & CB material will be borne by bidder; Travel allowances, Travel arrangements and logistic arrangements of all the personnel of bidder shall be borne by the bidder itself.

7.0 -Payment Terms:-

- GSDA will release payment as per deliverables mentioned in Clause 5.0 above to the Training partner after **acceptance and approval of the Deliverable Reports.**
- During the assignment or contract extension period, if the number of training increases, the selected agency will deliver extra training with the agreed per training rate finalized through this tender process and the agency shall submit additional performance security deposit as per the tender process.

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APPENDIX 1: TECHNICAL PROPOSAL FORMS

TECH 1 - Letter of Proposal (on Bidder's Letterhead)

(Date or Reference)

To,
The Hon. Commissioner,
Groundwater Surveys and Development Agency,
K. B. Joshi Road, Shivajinagar,
Pune, Maharashtra, Pin Code- 411 005

SUBJECT: *Proposal for Selection of agency for organizing and conducting training under ATAL BHUJAL YOJANA at Gram Panchayat Level in 13 districts of Maharashtra.*

Dear Sir,

With reference to your RFP Document dated _____ I/We, having examined all relevant documents and understood their contents, hereby submit our *Proposal for Selection of agency for organizing and conducting training under ATAL BHUJAL YOJANA at Gram Panchayat Level in 13 districts of Maharashtra.*"

The proposal is unconditional and unqualified.

1. I/We acknowledge that the GSDA will be relying on the information provided in the Proposal and the documents accompanying the Proposal for selection of the agency and we certify that all information provided in the Proposal and in the Appendices is true and correct. Nothing has been omitted which renders such information misleading and all documents accompanying such Proposal are true copies of their respective originals.
2. This statement is made for the express purpose of appointment as the agency for the aforesaid Project.
3. I/We shall make available to the GSDA any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
4. I/We acknowledge the right of the GSDA to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
5. I/We declare that...
 - a. I/We have examined and have no reservations to the RFP Documents, including any Addendum issued by the GSDA;
 - b. I/We do not have any conflict of interest as defined in this RFP Document;

- c. I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in this RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with the Authority or any other public sector enterprise or any Government, Central or State, and
- d. I/We hereby certify that we have taken steps to ensure that in conformity with the provisions of this RFP, no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
6. I/We understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the agency, without incurring any liability to the Bidders in accordance with this RFP document.
7. I/We declare that we are not a member of any other Consortium applying for Selection as a agency.
8. I/We certify that in regard to matters other than security and integrity of the country, we or any of our Associates have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which would cast a doubt on our ability to undertake the SA for the Project or which relates to a grave offence that outrages the moral sense of the community.
9. I/We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
10. I/We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the GSDA (and/ or the Government of India) in connection with the selection of agency or in connection with the Selection Process itself in respect of the above-mentioned Project.
11. I/We agree and understand that the proposal is subject to the provisions of the RFP document. In no case, shall I/we have any claim or right of whatsoever nature if the agency for the Project is not awarded to me/us or our proposal is not opened or rejected.
12. I/We agree to keep this offer valid for 150 (one Hundred Fifty) days from the PDD specified in the RFP.
13. A Power of Attorney in favor of the authorized signatory to sign and submit this Proposal and documents is attached herewith in TECH-03.

14. In the event of my/our firm being selected as the agency, I/we agree to enter into an Agreement in accordance with the ToR & RFP document of assignment and format as may be specified by GSDA.

15. I/We have studied RFP and all other documents carefully. We understand that except to the extent as expressly set forth in the Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by the GSDA or in respect of any matter arising out of or concerning or relating to the Selection Process including the award of agency.

16. Technical Proposal read with the Financial Proposal shall constitute the Application which shall be binding on us.

17. We/ I herewith submit and declare that my/our agency is not under declaration of ineligibility/banned/ blacklisted by any Central/State Government Organizations or Departments in India at the time of submission of the Proposal for fraudulent or corrupt practices or for any reason. If found later then our/my agency will be liable for disqualification from the process and also from the contract.

18. I/We agree and undertake to abide by all the terms and conditions of the RFP Document

In witness thereof, I/we submit this Proposal under and in accordance with the Terms Of the RFP Document.

Yours faithfully,

(Signature, name, and designation of the authorized signatory)
(Name and seal of the Bidder/ Lead Member)

TECH-02 - Particulars of the Bidder

Sr. No.	Title	Description
1	Name of the Bidder	
2	Legal status and registration/incorporation no.	
3	PAN number	
4	Country of incorporation	
5	Registered address of Bidder	
6	Date of Incorporation	
7	Year of commencement of business	
8	Principal place of Business	
9	Name of the authorized signatory	
10	Designation of authorized signatory	
11	Address of authorized signatory	
12	Phone no	
13	Email address	
14	Is the Bidder has been blacklisted by any Government department/Public Sector Undertaking in the last seven years	Yes/No
15	(Signature, Name, Designation of the Authorized Signatory)	
	For and on behalf of	

TECH-03-Power of Attorney (To be submitted on stamp paper of Rs 500/-)

Know by all means by these presents,

- a) We, (Name of Firm and address of the registered office) do hereby constitute, nominate, appoint and authorize, Mr./Ms. son/daughter/wife of and presently residing at , who is presently employed with/ retained by us and holding the position of as our true and lawful attorney (hereinafter referred to as the "Authorized Signatory") to do in our name and on our behalf, all such acts, deeds and things, as are necessary or required in connection with or incidental to submission of our proposal for and selection as the **agency for organizing and conducting training under ATAL BHUJAL YOJANA at Gram Panchayat Level in 13 districts of Maharashtra.**, proposed to be developed by the GSDA, Maharashtra, Pune (the "Authority") including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre-bid and other meetings and providing information/ responses to the GSDA, representing us in all matters before the GSDA, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the GSDA in all matters in connection with or relating to or arising out of our Proposal for the said Project and/or upon award thereof to us till the entering into of the Agreement with the GSDA. AND, we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorized Representative pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Authorized Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE,THE ABOVE NAMED PRINCIPAL, HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF....., 20.....

For.....

(Signature, name, designation, and address)

Witnesses:

1.

2.

Notarized:

Accepted

..... (Signature, name, designation and address of the Attorney)

TECH-04 - Financial Capacity of the Bidder duly signed by statutory auditor or CA

S. No.	Financial Year	Annual Turnover of the Agency (INR)
1		
2		
3		
Average		

Certificate from the Statutory Auditor*

This is to certify that, (Name of the Bidder) has an average annual turnover for the last three years as Rs.------(In words-----)

(Signature, name, designation of the authorized signatory)

UDIN No-----

Date:

Name and seal of the Firm

* In case the Bidder does not have a statutory auditor, it shall provide the certificate from its chartered accountant that ordinarily audits the annual accounts of the Bidder.

TECH-05 - Description of Approach, Methodology, and Work Plan

(in response to the Terms of Reference.)

A description of the approach, methodology and work plan for performing the assignment; including a detailed description of the proposed methodology and staffing. Suggested structure...

A. Technical Approach and Methodology

Explain understanding of the objectives of the assignment as outlined in the Terms of Reference (TORs), the technical approach, and the methodology for implementing the tasks to deliver the expected output(s), and the degree of detail of such output.

Please do not repeat/copy the TORs in here.

B. Work Plan

Outline the plan for the implementation of the main activities/tasks of the assignment, their content and duration, phasing and interrelations and tentative delivery dates of the monthly progress reports. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan. A list of the final documents (including reports) to be delivered as final output(s) should be included here.

C. Organization and Staffing

Describe the structure and composition of your team, including the list of the Key Personnel, Sector Experts, Support Team and Relevant Technical and Administrative Support Staff.

TECH-06–Relevant Assignment of Bidder.

S. No.	Title	Description
1	Name of the Company	
2	Assignment Name	
3	Description of the Assignment	
4	Approximate value of Contract	
5	Approximate value of the services	
6	Country	
7	Location within country	
8	Duration of the Assignment (From --- To)	
9	Name of the Client	
10	Client address and contact information	
11	Lead member/ other member	
12	No of staff / trainer	
13	No of trainings and trainees participated in the project	
14	Start date (month / year)	
15	Completion date	

Note:

1. Use separate sheet for each Relevant Assignment.
2. Each Relevant Assignment shall not exceed 2 pages.

- For claiming the experience, the agency must submit the documentary evidence such as
 1. work order/MOU/ contract agreement (only selected pages as mentioned in Eligibility criteria) and
 2. Client's completion certificates or Statutory auditors' completion certificates along with UDIN.

TECH-07 – Curriculum Vitae of key / Resource personnel as mentioned in Team Composition

1	Proposed Position:
2	Name of Firm: [Insert name of firm proposing the staff]:
3	Name of Staff: [Insert full name]:
4	Date of Birth:
5	Nationality:
6	Education: [Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment]:
7	Membership of Professional Associations:
8	Other Training:
9	Countries of Work Experience: [List countries where staff has worked in the last ten years]:
10	Languages [For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]:
11	Employment Record: [Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.]:
	From [Year]: To [Year] :
	Employer:
	Positions held:
12	Detailed Tasks Assigned [List all tasks to be performed under this Assignment/job]
13	Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned

	<p>[Among the Assignment/jobs in which the staff has been involved, indicate the following information for those Assignment/jobs that best illustrate staff capability to handle the tasks listed under point 12.]</p> <p>Name of Assignment/job or Project: Year: Location: Employer: Main project features: Positions held: Activities performed:</p>
14	Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful mis-statement described herein may lead to my disqualification or dismissal, if engaged.

I also declare that I have not given my CV to any other organization and if found so GSDA may disqualify me at its own discretion.

Date:

[Signature of the CV Holder)

Place:

[Signature of authorized signatory of the Bidder]:

TECH-08 – Bid securing Declaration Form- Not applicable

FIN- BOQ

Percentage BoQ

Tender Inviting Authority: Commissioner, Groundwater Surveys and Development Agency (GSDA), Water Supply and Sanitation Department (WSSD), Government of Maharashtra.

Name of Work: REQUEST FOR PROPOSAL (RFP) FOR SELECTION OF AGENCY FOR ORGANIZATION AND CONDUCTING OF TRAININGS UNDER ATAL BHUJAL YOJANA AT GRAM PANCHAYAT LEVEL IN 13 DISTRICTS OF MAHARASHTRA.

Contract No: MAH/GSDA/TRAINING/ 01 / 2023-24

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	Estimated Rate in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT In Words
1	2	4	5	6	53	55
1	Selection of Agency for organization and conducting of trainings (as per RFP) under ATAL BHUJAL YOJANA (ATAL JAL) at Gram Panchayat Level in 13 Districts of Maharashtra.	11330.0000	Nos	6610.000	74891300.000	INR Seven Crore Forty Eight Lakh Ninety One Thousand Three Hundred Only
Total in Figures					74891300.000	INR Seven Crore Forty Eight Lakh Ninety One Thousand Three Hundred Only
Quoted Rate in Figures			Select		0.000	INR Zero Only
Quoted Rate in Words			INR Zero Only			
