

UTTAR PRADESH STATE DISASTER MANAGEMENT AUTHORITY

B-2 Block, PICUP Bhawan, Gomti Nagar, Lucknow,

Uttar Pradesh-226010

INVITATION OF E - BIDS THROUGH SHORT TERM E - TENDER

Request For Proposal (RFP) to implement the

"SamudaiAdharitApdaPrabandhanPrashikshanPriyojna Phase 2"

eBid Reference: UPSDMA_CBDM 2023

eTenderPortal :<https://etender.up.nic.in>

Telephones:	0522- 2306882		Department Website	https://upsdma.up.nic.in/
Tender Website:	https://etender.up.nic.in		e-mail:	upsdma@gmail.com

e-Bid Reference No.	UPSDMA_CBDM2023
Purpose	Request For Proposal (RFP) to implement the "SamudaiAdharitApdaPrabandhanPrashikshanPriyojnaPhase 2"
Date of Publication of e-Bid notice	15/08/2023 (
Last date for submission of e-Bids on e-Tender portal	26/08/2023 (5:00 PM)
Site for Submission of e-Bids	https://etender.up.nic.in
e-Bid Inviting Officer	Additional CEO
Date of Opening of Technical e-Bids	28/08/2023 (11:00 AM)
Venue of Opening of eBids	UP SDMA
EMD	8,50000/-
Tender Fee	29500/- (including GST)

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SECTION I: LETTER OF INVITATION

1. Through this Request for Proposal (RFP), it is intended to invite e-Bids for selection of firms for implementation of **"Samudai Adharit Apda Prabandhan Prashikshan Priyojna Phase 2"**.
2. Bidders are advised to study the eBid document carefully.
3. Submission of eBids against this tender shall be deemed to have been done after careful study and examination of the procedures, terms and conditions of the eBid document with full understanding and its implications.
4. The Authority may, at its own discretion, extend the date for submission of eBids. In such case all the rights and obligations of the Authority and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
5. The response to this RFP by the bidder needs to be supported by adequate documentary credentials, reflecting Bidder's expertise in similar projects. The selection of firm shall depend on the credentials provided by them with respect to organization capability, capacity, presence and strength of resources.
6. The eBid document is available on eTender portal <http://etender.up.nic.in>. Interested Bidders may view, download the eBid document, seek clarification and submit their eBids online only on eTender portal <http://etender.up.nic.in>, up to the date and time mentioned in the table below:

e-Bid Reference No.	UPSDMA_CBDM2023
Purpose	Request For Proposal (RFP) For "Selection Of Firms For Implementation of "Samudai Adharit Apda Prabandhan Prashikshan Priyojna Phase 2"
Date of Publication of e-Bid notice	15/08/2023
Last date for submission of e-Bids on e-Tender portal	26/08/2023 (5:00 PM)

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Site for Submission of e-Bids	https://etender.up.nic.in
e-Bid Inviting Officer	Additional CEO ,UPSDMA
Date of Opening of Technical e-Bids	28/08/2023 (11:00 AM)
Venue of Opening of eBids	UP SDMA
UPSDMA Website address	www.upsdma.up.nic.in
UPSDMA email addresses	upsdma@gmail.com
Contact number	0522-2306882
EMD	8,50000/-
Tender Fee	29500/-

7. UPSDMA/GoUP reserves the right to cancel any or all the eBids or annul the eBid process without assigning any reason thereof.
8. The Bidders must upload all the required documents electronically in the PDF format only on eTender portal <http://etender.up.nic.in>. It is suggested that the PDFFiles should be made in gray scale using the minimum readable appropriate resolution so that the size of the files is minimized for fast uploading on the eTender portal <http://etender.up.nic.in>. The required electronic documents for each document label of Technical (Fee details, Annexure etc) schedules/packets can be clubbed together to make single different files for each label. The size of Single label file should not exceed 20-25 MBsize.
9. Joint ventures or consortium are not allowed.

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SECTION II: INSTRUCTIONS TO BIDDERS (ITB)

1. DEFINITIONS

In this Contract, the following terms shall be interpreted:

- "Purchaser" or "Department" means the Purchaser with which the selected Bidder signs the Contract for the service. In this Project, the purchaser is UPSDMA, and "e-Bid" means the Technical proposal.
- "Instructions to Bidders" means the document which provides interested Bidders with all information needed to prepare their Bids. This document also details out the process for the selection of the firms for empanelment to carry out the work mentioned in this tender document.
- "Scope of work" (SOW) means Scope of work mentioned in Section III: Terms of Reference of the RFP which explains the objectives, Scope of work, activities, tasks to be performed, and expected results and deliverables of the assignment, respective responsibilities of the Purchaser and the Bidder.
- "The Contract" means the agreement entered into between UPSDMA and the selected firm, as recorded in the Contract Form signed by the parties, including all the attachments and appendices thereto and all documents incorporated by reference therein;
- "The Contract rates" mean the charges for providing services to execute the assignment shall be payable to the selected firm under the Contract/Work Order for the full and proper performance of its contractual obligations.
- "Services" means the Project Management Services and other obligations of the selected firm covered under the Contract/Work Order;
- "Day" means a calendar day.

2. THE BIDDING DOCUMENT

- **Availability of eTender Document**

This eTender document is available on the eTender portal <https://etender.up.nic.in> to enable the Bidders to view and download the Bidding document, submit their eBids online up to the last date and time mentioned in eTender document only on eTender portal

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<https://etender.up.nic.in>.

- **Contents of eTenderDocument**

The nature and types of various consultancy services required, Bidding procedure, terms and conditions etc. are prescribed in the eTender document.

The Bidders are expected to examine all the instructions, forms, terms and conditions, requirements and qualifications in the eTender documents. Failure to furnish all the information required as per the Bidding documents or submission of an eBid not responsive to the eTender document in every respect will be at the Bidder's risk and may result in the rejection of his eBid.

- **Amendment of eTenderDocument**

At any time prior to the deadline for submission of eBids, the UPSDMA may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the eTender document by amendments. Such amendments shall be posted/ uploaded on the eTender portal <http://etender.up.nic.in> through corrigendum and shall form an integral part of the eBid documents. The relevant clauses of the eTender documents shall be treated as amended accordingly, in terms of corrigendum(s).

It shall be the sole responsibility of the prospective Bidders to check the eTender portal <http://etender.up.nic.in> from time to time for any amendment in the eBid document. In case of failure to get the amendments, if any, the UPSDMA shall not be responsible for any negligence on part of the Bidder.

In order to allow prospective Bidders a reasonable time to take the amendment into account in preparing their eBids, UPSDMA at its discretion, may extend the deadline for the submission of eBids. Such extensions shall be posted/up-loaded on the eTender portal <https://etender.up.nic.in>.

3. PREPARATION & SUBMISSION OF eBIDS

The eBids prepared by the Bidder shall comprise the following components:

a) **Technical Proposal Submission Form (Annexure I-III)**

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b) Financial Bid (Annexure VI)

4. Documents Establishing Bidder's Qualification

The Bidder shall furnish, as part of **Technical Proposal Submission Form** (Annexure I to III), documents establishing the Technical qualification to perform the Contract. The Bidder electronically in the PDF format should submit the documentary evidence in support of the information furnished. The Bidder's eligibility criteria and selection procedure are defined in **Section-IV** of eTender document.

It is suggested that the PDF files should be made in gray scale using the minimum readable appropriate resolution so that the size of the files is minimized for fast uploading on the eBidportal.

5. Period of Validity of eBids

e-Bids shall remain valid for 180 days after the date of opening of eBids prescribed by the UPSDMA. AneBid with validity of a shorter period than specified shall be rejected by the UPSDMA, as non-responsive.

6. Format and Signing of eBids

The person authorized to sign the eBids before converting them into PDF and uploading them as bidding documents shall also sign all the pages/documents of the eBid.

7. Submission of eBids

The eBid Submission module of eTender portal <http://etender.up.nic.in> enables the bidders to submit the eBid online against the eTender published by the UPSDMA. Bid Submission can be done only from the Bid Submission start date and time till the eBid Submission end date and time given in the eBid. Bidders should start the eBid Submission process well in advance so that they can submit their eBid in time. The Bidders should submit their Bids considering the server time displayed in the eTender portal. This server time is the time by which the Bid submission activity will be allowed till the permissible time on the last/end date of submission indicated in the eTender schedule. Once the eBid submission date and time is over the Bidders cannot submit their eBid. For delay in submission of eBids due to any reasons, the Bidders shall only be held responsible.

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8. Deadline for Submission of eBids

e-Bids must be submitted by the Bidders on eTender portal <http://etender.up.nic.in>, not later than the date and time specified in this eTender document.

The UPSDMA may extend this deadline for submission of eBids by amending the eTender document in accordance with ITB, in which case all rights and obligations of the UPSDMA and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

UPSDMA shall not consider any request for date-extension for eBid-submission on account of late downloading of eTender (RFP) by any prospective Bidder. e-Bids should be uploaded on eTender portal <https://etender.up.nic.in> on or before the date and time as mentioned in Section I.

9. Latee-Bids

The server time indicated in the Bid Management window on the eTender portal <https://etender.up.nic.in> will be the time by which the eBids submission activity will be allowed till the permissible date and time scheduled in the eTender. Once the eBids submission date and time is over, the Bidder cannot submit his/her Bid. Bidder has to start the eBid Submission well in advance so that the submission process passes off smoothly. The Bidder only, will be held responsible if his/her eBids are not submitted in time due to any reasons.

10. Withdrawal and Resubmission of e-Bids

At any point of time, a Bidder can withdraw his/her eBids submitted online before the eBids submission end date and time. For withdrawing, the Bidder should first log in using his/ her Login Id and Password and subsequently by his/ her Digital Signature Certificate on the e-procurement portal <https://etender.up.nic.in>. The Bidder should then select "My Bids" option in the Bid Submission menu. The page listing all the Bids submitted by the Bidder will be displayed. Click "View" to see the details of the Bid to be withdrawn. After selecting the "Bid Withdrawal" option, the Bidder has to click "Yes" to the message "Do you want to withdraw this Bid?" displayed in the Bid Information window for the selected Bid. The Bidder also has to enter the Bid

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Withdrawing reasons and upload the letter giving the reasons for withdrawing before clicking the "Submit" button. The Bidder has to confirm again by pressing "Ok" button before finally withdrawing his/her selected Bid. Once the Bidder has withdrawn his /her Bid he/she cannot re-submit this Bid again. The Bidder can resubmit his/ her eBids as and when required till the Bid submission end date and time. The new one bid will replace the eBids submitted earlier. The payment made by the Bidder earlier will be used for revised eBids and the new Bid submission summary generated after the successful submission of the revised eBids will be considered for evaluation purposes. For resubmission, the Bidder should first log in using his/ her Login ID and Password and subsequently by his/ her Digital Signature Certificate on the eTender procurement portal <https://etender.up.nic.in>. The Bidder should then select "My Bids" option in the Bid Submission menu. The page listing all the Bids submitted by the Bidder will be displayed. Click "View" to see the details of the Bid to be resubmitted. After selecting the "Bid Resubmission" option, click "Encrypt & Upload" to upload the revised eBids documents by following the methodology provided in clause 3 (submission of eBids) above. The Bidders can submit their revised Bids as many times as possible by uploading their eBids documents within the scheduled date & time for submission of eBids. No eBids can be resubmitted subsequently after the deadline for submission of e-Bids.

11. Receipt and Opening of eBids by the Purchaser

Bidders are advised to submit their eBids in 'Two-Bid' system with Technical and Financial bids separately on eTender portal. Please note that prices should not be quoted in the Technical Bid. The Prices should be quoted in the Financial Bid only. On receipt on eTender portal, the technical proposals will be opened first by TENDER Evaluation Committee (EC) members in the office of UPSDMA,

UPSDMA will open all eBids, in the presence of bidder's authorized representatives who choose to attend at UPSDMA, PICUP building, Gomti Nagar, Lucknow at date and time mentioned in Section I. The bidder's representatives who are present shall record their attendance on the attendance sheet. In the event of the specified date of eBid opening being declared a holiday for the Purchaser, the eBids shall be opened at

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the appointed time and place on the next workingday.

After evaluation of technical eBids, UPSDMA shall notify those bidders whose eBids were considered non-responsive to the Conditions of the Contract and not meeting the Qualification Requirements indicating that they did not technically qualify for selection as for the this project. UPSDMA will simultaneously notify on the eTender portal <http://etender.up.nic.in>, whose technical eBids were considered acceptable and have been shortlisted for opening of their financial eBids.

12. Cost of preparation of eBids to be borne by the Bidder

Cost of preparation of the eBids shall be borne by the Bidding Company regardless of the outcome of the bids.

13. Notification of Award Notification to Bidder

Prior to the expiry of the Bid validity period, UPSDMA will notify the successful bidders in writing or by fax or email.

14. Failure to abide by the Agreement

Failure of the successful Bidder to agree with the Terms & Conditions of the RFP shall constitute sufficient grounds for the annulment of the award, in which event UPSDMA may forfeit the Performance Bank Guarantee and UPSDMA may also take any other suitable actions against such bidder.

15. Bank Guarantee for Performance

Successful Bidders shall at their own expense may deposit with UPSDMA, within 15 (fifteen) days after the receipt of notification of award of the Contract (Letter of Intent) from UPSDMA, an unconditional and irrevocable Performance Bank Guarantee (PBG) of 5% of total value from a Scheduled Bank acceptable to UP Rajya Aapda Prabandh Pradhikaran, payable on demand, for the due performance and fulfillment of the Agreement by the Bidder.

All incidental charges whatsoever such as premium, commission etc. with respect to the Performance Guarantee shall be borne by the Bidders. The Performance Guarantee shall be valid for three months post completion of the project satisfactorily. Subject to the terms and conditions in the performance Bank Guarantee, at the end of three months, the Performance Bank Guarantee may be discharged/ returned

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by UPSDMA upon being satisfied that there has been due performance of obligations of the Bidder under the Agreement. However, no interest shall be payable on Performance Guarantee.

16.Submission of Financial e bid

Bidders shall submit the financial bid separately on <https://etender.up.nic.in>. Any document related to the financial bid shall not be submitted along with the technical bid on the portal or at the office of the UPSDMA.

17. Procedure of allotment of tender based on technical and financial Bid

The technical quality of the proposal will be given a weight age of 70% the method of evaluation of technical qualification is given in Evaluation and Selection Process of Tender Document as Above.

The proposal with the lowest cost may be given a financial score of 100 and the other proposal given financial score that are inversely proportionate to their prices. The financial proposal shall be allocated weight of 30%. For working out the combined score, the employer will use the following formula:

$$\text{Total points} = T (W) \times T (S) + F (W) \times \text{LEC/EC, where}$$

T (W) stands for weight of the technical score.
T (S) stands for technical score
F (W) stands for weight of the financial proposal
EC stands for Evaluated Cost of the financial proposal
LEC stands for Lowest Evaluated Cost of the financial proposal.

The proposals will be ranked in terms of total points scored. The proposal with the highest total points (H-1) will be considered for award of contract.

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SECTION III: TERMS OF REFERENCE (TOR) AND SCOPE OF WORK (SOW)

Major works to be carried out under "SamudaiAdharitApdaPrabandhanPrashikshanPriyojna Phase 2"

- Training of trainers.
- Gram panchayat level training (2800 Villages)
- Preparation of Village Disaster Management Plan

(a) Training of Trainers and Stakeholders.

- Community Based Disaster Management manual (not less than 30 Pages, Size-21X25 Cm, Cover page colour& inside pages B&W) would be developed in Hindi.
- Manual will be developed as per NDMA/NIDM guidelines by the Agency and one copy would be given to the experts and participants.
- Approving authority for the content of the manual- UPSDMA
- Agency would select minimum 560 trainers (10 per district) and will train them in batches of 30 at Lucknow and parallel batches may be conducted.
- Duration of training- 2 days
- Agency would be responsible for travel, fooding and lodging of trainers.
- Agency would develop a detailed report of the training including attendance sheet with mobile numbers, photographs of training and would provide the same to SDMA.
- The Agency would at least cover the following topics during the training.

(1) Disaster-Definition, Types, HRVA of U.P. in detail.

(2) Disaster Management Act 2005 & Overview of National Disaster Management Authority.

(3) Roles & Responsibilities of District Disaster Management Authority.

(4) Types of Disasters & mitigation methods.

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- (5) Community Based response to disasters.
- (6) Preparation of District and Village Disaster Management Plan.
- (7) Rahat Ke Manak as per the Govt. of U.P.
- (8) Incident Response System.

(b) Gram Panchayat level Training.

- ADM F/R, BDO, DPRO with the involvement of Pradhan would select minimum 30 participants from each village.
- The Agency would coordinate with ADM F/R, BDO, DPRO and Village Pradhan and would involve minimum 30 participants selected in the training.
- The agency would aware the people about the types of disasters and their mitigation methods.
- The agency would highlight the important role of community during disasters and the Community Based Disaster Management.
- The trainers of the agency would involve the participants and prepare the Village Disaster Management Plan.
- The participants would be made aware about the Rahat Ke Manak as per the Govt. of U.P.
- Duration of training- One day
- The travel expenses, lodging and honorarium of trainers would be given by the agency.
- All the participants would be provided with lunch packets and refreshments.
- Agency would develop a detailed report of the training including attendance sheet with mobile numbers, photographs of training and would provide the same to DDMA, and SDMA.
- 50 self-sticking colored posters(Size- 30"X24") of 100-120 GSM glossy paper on disaster management would be given to every village as a tool of safety guideline.
- Content of the posters would be approved by UP SDMA.
- Village level training programme would be conducted in a simplified manner in Hindi to be understood by the villagers.

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- Content for the village level training programme would be approved by UP SDMA.

(c) Key Aspects

- The successful bidder will provide detailed program schedule to UP SDMA.
- The successful bidder needs to ensure the coverage of flood, fire, lightening, snake bite, thunder storm, heavy rain, boat accidents, drowning, cloud burst, drought, Heat wave, earthquake, gas leakage, sewer clearing, man animal conflict, pest attack, fall into bore well etc. in trainings, but not limited to this only.
- The successful bidder will conduct an evaluation of status of disaster awareness among participants before the training and after the training.
- Training of trainers will be certified by the Additional CEO, UPSDMA. Agency will be responsible for conduct of training of trainers as per the instructions of UPSDMA.
- Gram Panchayat level trainings will be certified by Gram Pradhan, VDO/Secretary/Lekhpal, Tehsildar/SDM and verified by ADM F/R of the respective district. Certificate would be submitted to UPSDMA by the Agency.
- The CEO of District Disaster Management Authority i.e., ADM (F/R) of the district would be the nodal officer for the project and would provide support, coordination and monitor the implementation of the project.
- UPSDMA /DDMA officials may visit any training without prior notice.

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SECTION IV: BIDDER'S ELIGIBILITY CRITERIA & METHOD OF SELECTION, EVALUATION PROCESS

1. Details of the Tender:

Project title	Bids Are Invited Through This Tender from Firm/ Agency/ Company/ Organization for Implementation Of "SamudaiAdharitApdaPrabandhanPrashikshanPriyojna Phase 2
Total Project Budget	Rs. 8.40 crores
Project Duration	180 days
Implementing Department	Uttar Pradesh State Disaster Management Authority
Responsible Officer	Additional CEO
Monitoring Agency	Uttar Pradesh State Disaster Management Authority, B-2 Block, PICUP Bhawan, Gomti Nagar, Lucknow
Website	https://upsdma.up.nic.in/

Earnest Money Deposit (EMD):

- EMD amount of Rs. 8,50,000/- should be in the form of demand draft/Bank guarantee made from any scheduled/nationalized bank Guarantee issued by a scheduled bank located in India in favor of U.P. RAJYA AAPDA PRABANDH PRADHIKARAN
- The EMD shall be returned to unsuccessful Bidders within a period of thirty (30) days from the date of announcement of the Successful Bidder.
- The EMD shall be forfeited if the Bidder withdraws its proposal during the interval between the Proposal Due Date and expiration of the Proposal Validity Period;
- EMD exemption will be given as per UP Procurement manual chapter 9 para 9.4 to 9.7.
- Successful Bidders shall at their own expense may deposit with UPSDMA, within 15 (fifteen) days after the receipt of notification of award of the Contract (Letter of Intent) from UPSDMA, an unconditional and irrevocable Performance Bank Guarantee (PBG) of amount 5% of total value from a Scheduled Bank acceptable to UP RAJYA AAPDA PRABANDH PRADHIKARAN, payable on demand, for the due performance and fulfillment of the Agreement by the Bidder.
- After submission of Performance Bank Guarantee (PBG) by the successful bidder, the

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EMD submitted shall be returned within 7 days.

The applicant should fulfill the following minimum requirement(s) as given in Table-1 & 2 below

Table-1

Sr. No.	Requirements	Documentary Evidence
1	FIRM/AGENCY/COMPANY/ ORGANISATION/NGO/GOVERNMENT AGENCY shall be registered under Indian Companies Act in India, 1956 or a partnership firm registered under Indian Partnership Act 1932 or an LLP registered under the united liability partnership act 2008 or a proprietorship firm or society registered under society registration act 1860 or a trust under Indian Trust Act 1882 or any Government agency constituted by and funded by any government in India.	Certificates of Incorporation/registration.
2	The applicant should have a registered number of 1-GST registration and clearance, (if applicable) 2- Pan number (mandatory)	i. GST Registration certificate (if applicable) ii. PAN number
3	Applicant Should: a) no insolvency or winding up or bankruptcy proceeding has been admitted in any court of law. b) not have a conflict of interest in question as specified in the bidding document. c) shall comply with the terms as specified in the bidding document	A Self Certified letter.

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	<p>d) The information submitted in the eligibility criteria and technical bid are true and factually correct.</p> <p>e) FIRM/AGENCY/COMPANY/ ORGANISATION/NGO/GOVERNMENT AGENCY should not be blacklisted in last 5 years (2018-2023) by any Hon'ble court of India or any government.</p>	
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Table-2

Sr. No.	Requirements	Unit	Minimum Requirement	Documentary Evidence
1	No. of years of existence as on 31 st March 2023	Years	Five	Certificate of Incorporation
2	Organizational presence in State (Head Office/Branch Office)	No. of Office	One	Any address proof as prescribed by the government.
3	Minimum Average Annual Turnover in the last 3 years (From 1 April 2020 to 31st March 2023)	Crores Rupees	Rs. 10 Crores	Audited Balance sheet.& CA Certificate.
4	Experience of implementing training and capacity building projects in field of disaster management which directly/indirectly relates the DRR/SDG, capacity building, climate change for NDMA/SDMA/PSU/Central /State Govt. agency. during last 05 years. (From April 2018 to march 2023)	No of Projects	Minimum 01	Work order and completion certificate or proof of payment from competent authority.

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5	Experience in training manual/ literature development in field of disaster management which directly/indirectly relates the DRR/SDG, capacity building, climate change for NDMA/SDMA/PSU/Central /State Govt. agency during last 05 years. (From April 2018 to march 2023)	No of training manual/literature	Minimum 1	Work order and completion certificate or proof of payment from competent authority.
6	The agency/ firm/ company Should have Subject Experts /trainers who are imparting/ imparted trainings to the community or Govt. Officials. Trainer must be experienced in imparting training in the field of disaster management which directly/indirectly relates the DRR/SDG, capacity building, climate change or Trainer should have qualification (Diploma/Degree or skill certificate in training in particular field)		Minimum 15	Name, Age, Address Proof, Aadhar Card, Mobile No., EmailId, Qualification of all experts and experience in addition with bank transaction/salary slip details or TDS certificate of respective trainers.

- The bidders should agree to the terms and conditions laid down.
- The applicants should provide their technical experience details in the format as **annexure I-III**.
- The applicants should provide their organizational details as per the above-mentioned requirement.

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2. Evaluation and Selection Process:

- The Following selection process shall be adopted by UPSDMA.
- The tenders received shall be scrutinized for completeness and fulfillment of minimum requirements for eligibility as detailed out in this document.
- A list of applicants who fulfill the minimum eligibility shall be prepared. The eligible applicants shall be awarded points as per the following criteria given in the following table

SI No.	Criteria	Points Allotted	Maximum Points	Documentary Evidence
1	Minimum Average Annual Turnover in the last 3 years (From 1 April 2020 to 31st March 2023)	<ul style="list-style-type: none"> Rs.10 Crores to 15 Crores – 5 points Rs.15 Crores to 20 Crores – 5 points Rs.20 Crores to 25 Crores – 5 points Rs.25 Crores to 30 Crores – 5 points 	20	Audited Balance sheet. & CA Certificate.
2	Experience of implementing training and capacity building projects in field of disaster management which directly/indirectly relates the DRR/SDG, capacity building, climate change for NDMA/SDMA/PSU/Central /State Govt. agency. during last 05 years. (From April	For Every project -05 point and 05 Points extra for community training at Gram Panchayat level	25	Work order and completion certificate or proof of payment from competent authority.

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	2018 to march 2023)			
3	The agency/ firm/ company Should have Subject Experts /trainers who are imparting/ imparted trainings to the community or Govt. Officials. Trainer must be experienced in imparting training in the field of disaster management which directly/indirectly relates the DRR/SDG, capacity building, climate change or Trainer should have qualification (Diploma/Degree or skill certificate in training in particular field)	For 15 trainers - 5 points. More than 15 trainers -10 points	10	Name, Age, Address Proof, Aadhar Card, Mobile No., Email Id, Qualification of all experts and Experience in addition with salary certificate or proof of payment.
4	Number of traineestrained in field of disaster management	For every 100 trainee 1 point	15	Work order and completion certificate or proof of payment from competent authority.
5	Experience in training manual/ literature development in field of disaster management which directly/indirectly relates the DRR/SDG, capacity building, climate change for NDMA/SDMA/PSU/Central /State Govt. agencyduring last 05 years. (From April 2018 to march 2023)	For Every project -05 points, Two projects- 10 Points, Three or more than Three - 15 Points	15	Work order and completion certificate or proof of payment from competent authority.

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6	Presentation: Approach & Methodology Action Plan(presentation)	A & M- 5 points. presentation-10 points	15	Maximum of 15 points will be allotted. Mandatory to bring master trainers during presentation. (online/offline)
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- Constitution of Tender Evaluation Committee (TEC)
- The evaluation of the eBids shall be carried out by Tender Evaluation Committee (TEC), which constituted by UPSDMA. The TEC will evaluate the tenders in two stages i.e., Technical & Financial.
- Technical bids would be analyzed and evaluated by a Tender Evaluated Committee(TEC). Technical bids in the following conditions will be summarily rejected as being non responsive:
- Technical bids unsigned and incomplete, not responding to the TOR fully and properly and those with lesser validity than that prescribed in the RFP.
- The minimum qualification marks in technical bid for qualify for the financial bid is 50 marks.
- The weight of technical bid is 70 percentage & weight of financial bid 30 percentage.

3. Confidentiality

- The selected firm will treat as confidential all data and information about the purchaser obtained during the execution of its responsibilities, in strict confidence and will not reveal such information to any other party without prior written approval of the Purchaser.

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