

DEPARTMENT OF WOMEN & CHILD DEVELOPMENT
GOVT. OF NCT OF DELHI
1A, Pt. Ravishankar Shukla Lane, K.G. Marg, New Delhi-110001.
(R.G.O. Branch)

No. F. 59/ (31)/DWCD/RGO/Publicity/2017-18 /Part-I

Date

To,

The Director,
Directorate of Information & Publicity,
Govt. of NCT of Delhi,
Old Sectt., Delhi.

Sub. : Publication of "Public - Notice" Regarding inviting applications for running a working women's hostel at Dwarka.

Sir,

Please find enclosed herewith publication material in "English & Hindi" regarding publication for "Public- Notice" inviting applications for running a working women's hostel at Dwarka, of the Department of Women & Child Development, GNCTD.

In this regard, I am hereby directed to request you to get the advertisement material published, at DAVP rates with Black Border, size 16X16 sq cms, in the following Newspapers on 29.11 .2017.

S.No.	Publication	Language	Edition
1.	The Hindustan Times	English	Delhi
2.	Indian Express	English	Delhi
3.	The Nav bharat Times	Hindi	Delhi
4	Hindustan	Hindi	Delhi

As desired, a soft copy of the same is being submitted through pen drive on 22.11.2017.

This issues with the approval of the Director, Department of Women & Child Development GNCTD.

Encl. : Advertisement Material{ English&Hindi}

(Sumita Moza)
PO (R.G.O)

No. F. 59/ (31)/DWCD/RGO/Publicity/2017-18 /Part-I 38062-63

Date 22 NOV 2017

Copy To:

✓ 1. The Asst. Programmer, Computer Cell, 1A Pt. Ravi Shankar Shukla Lane, K.G. Marg, New Delhi-110001, for uploading the advertisement on the website of the Department.

(Sumita Moza)
PO (R.G.O)



DEPARTMENT OF WOMEN & CHILD DEVELOPMENT
GOVT. OF NCT OF DELHI
1A, Pandit Ravi Shankar Shukla Lane,
K.G. Marg, New Delhi – 110001
(Women Empowerment cell)

PUBLIC- NOTICE

Delhi govt. has constructed a Working Women's Hostel at PSP pocket, sector 8, Dwarka Delhi, to accommodate 50 (Fifty) Working Women along with Day-Care facilities for the children of the Working Women. A maximum of 30 children can be accommodated at the Day-Care facility.

Applications are invited from reputed Non Governmental Organizations/Trust, Voluntary Organizations registered under Niti Ayog portal, Indian Societies Registration Act 1860 or a corresponding State Act for running the Working Women's Hostel, on no profit no loss basis on the terms and conditions laid down by the Department of Women & Child Development, Govt. of NCT of Delhi. The Organization should have 10 years experience of running Working Women Hostels. The management would provide compulsory mess facility, library, reading room, visitor's room, recreation hall, TV set, Outdoor and Indoor games in the Hostel.

The Organizations should submit their application complete in all respects and duly signed by the authorized person, in hard copy, in the R&I Branch, addressed to the **Director, Department of Women & Child Development, Government of Delhi, 1A, Pandit Ravi Shankar Shukla Lane, K.G. Marg, New Delhi-110001** on any working day between 10.00 a.m. to 5.00 p.m. latest by 20.12.2017 on the basis of the prescribed Terms of Reference, which can be downloaded from Department's website - www.wcddel.in

Sd./-

Director

(Department of Women & Child Development)



महिला एवं बाल विकास विभाग
राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार,
1-ए, पंडित रविशंकर शुक्ला लेन, कस्तूरबा गांधी मार्ग,
नई दिल्ली-110001.
(महिला सशक्तिकरण प्रकोष्ठ)

सावर्जनिक सूचना

दिल्ली सरकार द्वारा कामकाजी महिलाओं एवं बच्चों के लिए डे-केयर सुविधाओं सहित, 50 कामकाजी महिलाओं के निवास हेतु पीएसपी पॉकेट, सेक्टर 8 द्वारका दिल्ली में कामकाजी महिलाओं हेतु हॉस्टल का निर्माण किया गया है। इसके अर्न्तगत डे-केयर सुविधा में अधिकतम 30 बच्चों को भी रखा जा सकता है।

उन ख्याति प्राप्त गैर सरकारी संगठन/ट्रस्ट/स्वैच्छिक संगठन से आवेदन आमन्त्रित है, जो महिला एवं बाल विकास विभाग, राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार, द्वारा निर्धारित नियमों एवं शर्तों पर बिना लाभ-हानि आधार पर कामकाजी महिलाओं के हॉस्टल संचालित करने के लिए नीति आयोग पोर्टल, इंडियन सोसाइटी रजिस्ट्रेशन एक्ट 1860 अथवा अनुवर्ती राज्य अधिनियम के तहत पंजीकृत हों। संगठन के पास कामकाजी महिलाओं के हॉस्टल संचालित करने का 10 वर्ष का अनुभव होना चाहिए। हॉस्टल में प्रबन्धन द्वारा अनिवार्य मैस सुविधा, पुस्तकालय, वाचनालय, आगन्तुक कक्ष, मनोरजन हॉल, टी0वी0 सैट, आउट डोर एवं इनडोर गेमस की सुविधा प्रदान की जायेगी।

संगठन अपने आवेदन की मूल प्रति, सन्दर्भ की शर्त, जो कि विभाग की वेबसाइट-www.wcddel.in से डाउनलोड किया जा सकता है, के आधार पर Hard copy पूर्णरूपेण भर कर प्राधिकृत व्यक्ति द्वारा सत्यापित करवाकर निदेशक, महिला एवं बाल विकास विभाग राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार, 1-ए, पंडित रविशंकर शुक्ला लेन, कस्तूरबा गांधी मार्ग, नई दिल्ली-110001 के R&I(Receipt & Issue/ प्राप्ति एवं निर्गत) शाखा में दिनांक 20.12. 2017 तक किसी भी कार्य दिवस में प्रातः 10.00 बजे से सांय 5.00 बजे के मध्य जमा किया जा सकता है।

हस्ता/-
निदेशक
महिला एवं बाल विकास विभाग

Department of Women & Child Development
Government of NCT of Delhi
Pt. Ravi Shankar Shukla, K.G. Marg, New Delhi- 01
<http://www.wcddel.in>

Request for Proposal (R F P) for operation and maintenance of Working Women's Hostel at Pocket-14, Sector 8, Dwarka, New Delhi.

Introduction:- In view of the increasing assault against women and non-availability of safe and secured places to stay for Working Women in Delhi, the Deptt. of Women and Child Development, Govt. of National Capital Territory of Delhi has initiated the scheme to provide a dignified proper and affordable shelter to women who are employed and do not have any living accommodation in Delhi. Presently two (02) number of Working Women's Hostel of Deptt. of Women and Child Development are running in collaboration with the NGO. Now the newly constructed Working Women Hostel at Dwarka having a 29 rooms with the capacity of Fifty (50) beds is proposed to be run in collaboration with an interested NGOs/ Voluntary Organizations /Trusts on "no-profit no-loss basis".

The Department of Women & Child Development, Government of National Capital Territory of Delhi, seeks applications/proposals from NGOs/Voluntary Organizations /Trusts, working in the field of women welfare and have experience of running working women hostels in the National Capital Territory of Delhi with the following terms and conditions:-

1. Objectives

To provide safe, secure and quality accommodation for working women including trainees/apprentices/interns on application to authority concerned.

2. Eligibility

- a. Voluntary organisations/Public Trusts /NGOs working in the field of women welfare/social welfare/women's education are eligible to apply for running the Working Women's Hostel situated at Pocket-14, Sector-8 Dwarka, New Delhi on "no-profit no-loss basis".
- b. The Organization /Trust should be registered under the relevant statute being in force at the time.
- c. The Organization must have 10 years experience of running a Working Women Hostel as on date of invitation of EOI. The organisation must furnish documentary proof of the same.

3 The Government will provide building constructed on its own land along with necessary furniture and fixtures viz. electrical, and water connections etc. in running condition. Which shall remain the property of the Government being its owner and title holder. Thereafter No financial assistance shall be provided by the State Government for any activity related to running of the Working Women's Hostel at any stage in any manner whatsoever to the successful bidder.

4. The applicant should satisfy the following conditions:

- i. It should have a properly constituted Managing Body with its powers, duties and responsibilities clearly defined and laid down in a written constitution/ set of bye-laws.
- ii. It should have facilities, resources, personnel and the required experience to run a Working Women's Hostel. It should have turn over of Rs.50 Lakhs in the field of similar nature and a certificate in this regard from the Chartered Accountants needs to be furnished **alongwith application/** proposal
- iii. The parties should be willing to run the Hostel on a "no profit no loss" basis during the currency of agreement.
- iv. Department of WCD shall reserves right to inspect the premises and books of accounts anytime during the currency of agreement.
- v. The organization shall recover Rs.1,000/- P.M. (10% hike every year) from every residents/inmates towards cost of infrastructure, payable to WCD.

5. Other Conditions


The organization shall provide:

- i. Dining facility, library, reading room, visitor's room /lounge, recreation hall with TV set, outdoor and indoor games **and any other facilities/amenities required** in the Hostel, at its own cost and resources.
- ii. Resident can avail dining facility optionally also subject to the payment of administrative charges towards infrastructure cost.
- iii. The Organization shall have proper round the clock **adequate and efficient** sanitation and security provisions to ensure safe shelter in the Working Women Hostel for its residents.
- iv. The monthly charges from the inmates shall be furnished in the EOI separately in sealed cover.

- v. The Department of Women and Child Development and interested organisation shall enter into the agreement as Annexure-II.
- vi. Department of WCD shall reserves right to inspect the premises and books of accounts anytime during the currency of lease agreement.

6. Procedure for Submission of Application

- a. Application completed in all respects and duly signed by the authorized signatory shall be submitted in hard copy addressed to Director, WCD in the R&I Branch, Department of Women & Child Development, Government of Delhi, 1, Pt. Ravi Shankar Shukla Lane, K.G. Marg, New Delhi by the stipulated date and time.
- b. Each application should be accompanied by the following documents:
 - i. Prospectus of the Voluntary Organization/Institution or a brief description of its objectives and activities along with past experience in this field.
 - ii. Constitution of the Organization/Institution;
 - iii. Constitution of the Board of Management, specifying names and addresses of directors /members;
 - iv. Copies of financial statement of receipts and payments, income and expenditure and balance sheet of the Organization for the last three years duly certified by Chartered Accountants along with the copies of Income Tax Return.
 - v. Testimonials / experience certificates for past work done, experience in the relevant field issued by authorities concerned.
 - vi. Earnest Money Deposit (EMD) of Rs.72,000/- (Rs. Seventy Two Thousand only) in form of Bank Guarantee/Demand Draft/Banker's cheque in favour of Director, Department of Women & Child Development payable at Delhi, having a validity of at least six months from the date of publication of this expression of interest. The EMD is refundable within 60 (sixty) days of conclusion of the bidding process to unsuccessful bidders.
 - vii. For the security of asset, liabilities and settlement of dues if any, a security deposit in the shape of Bank Guarantee (BG)/fixed Deposit Receipt (FDR) @ 5% of the estimated receipts shall be furnished by the successful bidder/organization.

- viii. Each document must be self attested, signed by the NGO (bidder) with rubber stamp of agency, each page of document must be annexure **and indexed.**
 - ix. Declaration by the bidder that the organization has not been black-listed by any Govt. deptt/PSU/Bank etc.
 - x. Self attested copy of PAN under Income Tax Act.
 - xi. If successful bidder fails to perform or fails to adhere to terms and conditions, the Govt. may apart from any other legal action, forfeit **the performance guarantee/security deposit.**
 - xii. The successful bidder shall maintain separate account of funds for running Working Women's Hostel and maintain the paper related in the bank of account along with vouchers for review as and when required.
 - xiii. The successful bidder shall be solely responsible for appointment of qualified professional staff as may be necessary for discharge of its functions and fulfilling all the statutory obligations towards therein like payment of salary and other benefits etc as per applicable minimum wages notified by GNCTD/GOI from time to time. The Govt. does not own any liability towards the employees engaged by the successful bidder.
 - xiv. Period of Contact: Three (03) years.
 - xv. The successful bidder has to take over the charge and start providing services within a month of receipt of work order.
 - xvi. The evaluation committee will evaluate the agency on the basis of merits like financial strength, past experiences in social sector/women empowerment, etc.
 - xvii. **The successful bidder/organization shall finalize the Pre-Conditions for providing of accommodations to the residents with the consultation of officials of Deptt. of Women and Child Development, GNCTD.**
 - xviii. **The successful bidder shall have the provisioning of round the clock security preferably trained female guards/staff for the Hostel.**
 - xix. **The successful bidder shall have the provisioning of CCTV camera at the gate & reception area with DVR facilities.**
 - xx. **The successful bidder shall have a coordination with local Police authorities.**
- 

- xxi. The Successful bidder shall carry out the audit of accounts annual basis.
- xxii. The performance evaluation of the successful bidder shall be carry out by the DWCD based on feedback, building maintenance, provisioning of facilities.
- xxiii. The successful bidder shall have the referral mechanism in case of medical emergency.
- xxiv. The weightage shall be given for having experience in the field of women welfare and running working women hostel in the area of Delhi, etc.

7. Condition of Agreement

The Department of WCD will enter into a formal agreement with the selected Organization for running the Working Women Hostel on no-profit no-loss basis as per Annexure-II. However, the decision of the Department shall be final and binding on party(s) concerned.

8. Ownership of assets :

Land, building and its fitting and fixtures being property of Govt. shall vest in Govt. of NCT of Delhi, through Department of Women & Child Development after termination of contract / agreement. No claim whatsoever shall be entertained relating to title and ownership of land, building and its fittings / fixtures under any circumstance at any time during or post – currency of agreement/contract. No litigation shall be entertained in this regard by any party under any circumstances.

9. How to apply :

Last date of submission of application is 20.12.17 till 5.00 P.M.

The desirous applicant shall apply to Director (WCD) after ensuring that it satisfies the terms and conditions.

10. Evaluation of bids submitted by the applicants:

- i) A departmental committee under the chairpersonship of Director (WCD) shall be constituted to evaluate the bids.
- ii) Weightage shall be allowed based on past experience and financial stability.
- iii) Pre-bid conference will also be held on 11.12.17 at 2.30 P.M.



Any communications in this regard shall be addressed to the Director (WCD), Govt. of NCT of Delhi, 1, **Pt. Ravi Shankar Shukla Lane**, K.G. Marg, New Delhi-110001.

Application is prescribed and added at Annexure-I.

[Handwritten signature]

Application Form

1. Name/ Nature/ Status of Organization alongwith registration number and registering authority:
2. Address:
3. Name, Designation and contact details of the Authorized Signatory:
4. Details of EMD:
5. Undertaking for acceptance and compliance of terms and conditions of Eol.
6. Encls: As per Eol:
 - 1.
 - 2.
 - 3.
 - 4.
 - 5.

Undertaking

I hereby affirm that above stated contents and attached enclosures are true and correct to my best of knowledge and information.

Signature of authorised signatory
with seal of the organisation

- Note: (i) Any application without EMD and submitted after due-date shall be summarily rejected and no correspondence shall entertained in this regard.
- (ii) Canvassing in any form shall be disqualification.
- (iii) The Deptt. reserves all rights to accept or reject any/all application (s) without assigning any reason thereof.
- (iv) The Deptt. reserves the right to terminate/cancel the agreement at any point of time.

Signature of authorised signatory
with seal of the organisation.

