

GOVERNMENT OF NCT OF DELHI
DEPARTMENT OF WOMEN & CHILD DEVELOPMENT
1A Pandit Ravi Shankar Shukla Lane, K.G. MARG, NEW DELHI
WOMEN EMPOWERMENT CELL

PUBLIC NOTICE

Delhi govt. has constructed Working Women's Hostels at PSP pocket, sec. 8, Dwarka to accommodate 50 Working Women along with Day-Care facilities for 30 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 Organization/Trust Voluntary Organizations registered under NITI Ayog Portal, Indian Societies Registration Act 1860 or a corresponding State Act for running the Working Women's Hostels, 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 05 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 Hostels.

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, Department of Women & Child Development, Government of Delhi, 1A, Pandit Ravi Shankar Shukla Lane, K.G. Marg, New Delhi on any working day between 10.00 a.m. to 5.00 p.m. latest by **05.10.2018** 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)

Ravi

महिला एवं बाल विकास विभाग
राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार
1-ए, पं० रवि शंकर शुक्ला लेन, के.जी. मार्ग, नई दिल्ली - 110001
(महिला सशक्तिकरण प्रकृष्ट)
सावर्जनिक सूचना

दिल्ली सरकार द्वारा 50 कामकाजी महिलाओं के निवास हेतु पीएसपी पॉकेट, सेक्टर 8 द्वाराका में "कामकाजी महिलाओं हेतु हॉस्टल" का निर्माण किया है। इसके अन्तर्गत डे केयर सुविधा में अधिकतम 30 बच्चों को भी रखा जा सकता है।

उन ख्याति प्राप्त गैर सरकारी संगठन/ ट्रस्ट/ स्वैच्छिक संगठन से आवेदन/ई.ओ.आई. आमंत्रित है जो नीति आयोग पोर्टल पर रजिस्ट्रार हो, 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 इंडियन सोसाइटी रजिस्ट्रेशन एक्ट 1860 अथवा अनुवर्ती राज्य अधिनियम के तहत पंजीकृत हो। संगठन के पास कामकाजी महिलाओं के हॉस्टल संचालित करने का 05 वर्ष का अनुभव होना चाहिए। छात्रावास में प्रबंधन द्वारा अनिवार्य मैस सुविधा, पुस्तकालय, वचनालय, आंगतुक कक्षा, मनोरंजन हॉल, टीवी सैट, आउटडोर एवं इंडोर गेम्स की सुविधा प्रदान की जाएगी।

संगठन अपने आवेदन की मूल प्रति, संदर्भ की शर्तों की विभाग की वेबसाइट- www.wcdde1.in से डाउनलोड किया जा सकता है, के आधार पर Hard Copy पूर्ण रूपेण भर कर प्राधिकृत व्यक्ति द्वारा सत्यापित करवाकर, महिला एवं बाल विकास विभाग, दिल्ली सरकार, 1 (केनिंग लेन), पं० रविशंकर शुक्ला लेन कस्तुरबा गाँधी मार्ग नई दिल्ली के आर एंड ई शाखा में किसी भी कार्यदिवस पर प्रातः 10 बजे से सायं 5 बजे के मध्य दिनांक 05.10.2018 तक जमा किया जा सकता है।

निदेशक
महिला एवं बाल विकास विभाग

Ranj

Department of Women & Child Development
Government of National Capital Territory of Delhi
(Women Empowerment Cell)
Pt. Ravi Shankar Shukla Lane, Kasturba Gandhi Marg, New Delhi – 01
Phone: 011-23070996, 23388818 Fax: 23070379
<http://www.wcddel.in>

Schedule of Expression of Interest

Invitation for Expression of Interest for Working Women's Hostel at Pocket-14, Sector-8, Dwarka, New Delhi in Delhi through Delhi Government.

The Department of Women and Child Development, Govt. of NCT of Delhi invites "Expression of Interest" (EOI) from well established, registered, reputed & experienced Non-Government Organization (**successful bidder**) / Society / Trust / Agency hereinafter called the **Bidding Agency** for Working Women's Hostel at Pocket-14, Sector-8, Dwarka, New Delhi.

The bidder should submit the bid (s) on the basis of EOI document downloaded from the Department's website www.wcddel.in. The EOI box is placed in the office of Dy. Director (WEC). The EOI document including specified E.M.D. should reach the EOI box before specified time of closing. **EOI submitted after due date and time will not be accepted.** if any corrigendum issued regarding this EOI, can only be seen at department's website www.wcddel.in

Name of the work	: Working Women's Hostel at Pocket-14, Sector-8, Dwarka, New Delhi.
Estimated Cost of the Project	:
Earnest Money Deposit	: Rs.60,000/- i.e. (2% of the estimated cost receipts per annum i.e. approx. Rs.30.00 lakhs)
Period of contract	: One year: - likely to be extended on the basis of satisfactory performance for further period of 3 years..
Pre-Bid Conference	: 19.09.2018 at 15:00 hrs
Issue of Corrigendum (if any)	: 27.09.2018 at 15.00 hrs
Last Date/Time of Receipt of tender	: 05.10.2018 at 17.00 hrs
Date of opening of Bid'	: 12.10.2018 at 15:00 hrs
Bid validity days	: 180 days

Bidders are requested to check website regularly ,

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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 F) 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) 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 **Pocket-14, Sector 8, Dwarka, New Delhi** Dwarka having 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 or equivalent in this field 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 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 5 years experience of running a Working Women Hostel or equivalent in this field 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.30 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. 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. Other services may be provided by the agency as special features to create it a model WWH like wi-fi facility, Incinerator with vending machine(for sanitary napkins), medical facility and any other services.
- iii. "Grievance Redressal Mechanism", the agency will put in place.
- iv. 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.

- v. The monthly charges from the inmates shall be furnished in the EOI separately in sealed cover.
- vi. The Department of Women and Child Development and interested organisation shall enter into the agreement as Annexure-II.
- vii. 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 Dy. Director, (WEC), Department of Women & Child Development, Government of Delhi, **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. The net worth certificate certified by the chartered accountant.
 - vi. Testimonials / experience certificates for past work done in the relevant field issued by authorities concerned will be provided by the agency.
 - vii. Earnest Money Deposit (EMD) of Rs.60,000/- (Rs. Sixty Thousand only) (2% of estimated receipts i.e. approx. 30 lakhs per annum) estimated receipts per annum) in form of Accounts Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the Commercial Banks in an acceptable form which shall be valid for forty-five days beyond the final bid validity period.
 - viii. For the security of asset, liabilities and settlement of dues if any, a security deposit in the shape of Bank Guarantee (BG) per annum/fixed Deposit Receipt (FDR) @ 5% of the estimated receipts shall be furnished by the successful bidder/organization.

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- ix. 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.**
 - x. The organization will submit an affidavit declaration that the organization has not been black-listed by any Govt. deptt/PSU/Bank etc.
 - xi. Self attested copy of PAN under Income Tax Act.
 - xii. Certificate of registration at NITI Ayog Portal.
 - xiii.

Other Conditions

- i. If successful bidder fails to perform or adhere to terms and conditions the Govt., it may apart from taking legal action, forfeit **the performance guarantee/security deposit.**
- ii. The successful bidder shall maintain separate account for running Working Women Hostel and also submit the balance sheet duly audited by Chartered Accountant every year.
- iii. 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.
- iv. Period of Contact : initially for one year and further extendable upto 3 years subject to the satisfactory performance.
- v. The successful bidder has to take over the charge and start providing services within a month of receipt of work order.
- vi. The evaluation committee will evaluate the agency on the basis of merits like financial strength, past experiences in social sector/women empowerment, etc.
- vii. 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.
- viii. The successful bidder shall have the provisioning of round the clock security preferably trained female guards/staff for the Hostel.

- ix. The successful bidder shall have the provisioning of CCTV camera at the gate, reception area and corridor of the hostel building with DVR facilities.
- x. The successful bidder shall have a coordination with local Police authorities.
- xi. The Successful bidder shall carry out the audit of accounts annual basis.
- xii. The performance evaluation of the successful bidder shall be carried out by the DWCD based on feedback, building maintenance, provisioning of facilities.
- xiii. The successful bidder shall have the referral mechanism in case of medical emergency.
- xiv. The weightage shall be given for having experience in the field of women welfare and running working women hostel 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 05.10.2018 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 19.09.2018 at 3.00 P.M..

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

Application is prescribed and added at Annexure-I.

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. Certificate of Registration at NITI Ayog Portal.
6. Undertaking for acceptance and compliance of terms and conditions of Eol.
7. 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.