Expression of Interest

Expression of Interest is invited from the adequately experienced Private Agencies having hands on work with the GP/Block Agencies for the conduct of Household Survey of the minority families residing in various parts of the State. The survey should be conducted covering the parameters of family details and socio-economic status of the families’ alongwith availability of community services in the minority concentrated villages. The details of individual household should be collected by the selected Agency from the Ordinary Residence Register (ORR) of individual GP/ADC villages. The specific information of the families should be collected as per pre-designed format available for the purpose. The Ordinary Residence Register (ORR) may be available in the Block Development Offices/Gaon Panchayat Offices.

The Private Agencies should be adequately experienced on dealing with the GP/Block authorities in the past and having good reputation of contractual work of the Government for at least 3(three) years. Network of human resources in the Block areas should also be a criteria for selection of the Agency.

The bid documents should be submitted in 2(two) bid systems separately for assessment/evaluation of technical feasibility, experience and separately for financial offer, components of work wise for conduct of survey.

The offer in sealed cover comprising of both the bids in separate seal cover should be submitted to the office of the undersigned on or before 30.07.2016 up to 4 PM positively which will be opened at 5 PM on the same day, if possible. Format for submission of Expression of Interest for technical as well as financial bid shall be made available in the office of the undersigned on any working day during office hours up to 30.07.2016. Selection of the Agency by the Department based on the technical as well as financial offer shall be treated as final. An amount of Rs.5000/- may be deposited as earnest money in the form of D-call alongwith the financial bid in favour of Director, Minority Welfare, Agartala. Website: www.minoritieswelfare.tripura.gov.in may also be consulted.

( M. K. Nath) IAS
Director,
Directorate for Welfare of Minorities.
FORMAT FOR SUBMISSION OF OFFER FOR TECHNICAL FEASIBILITY ALONGWITH EXPERIENCE AND NETWORK.

1. Name of the Agency : -

2. Name of the Managerial Authority: -

3. Address and location of the Agency: -

   a) Address & location of the Agency within the State : -

4. Particular of experience on the work with Block/GP : -

5. Availability of field level workers with names and Mobile Nos. : -

6. Nature of work/contract conducted so far : -

7. Special experience, if any, dealing with the GP/Block Offices : -

8. Proposed plan of action for the conduct of survey of minority families based on ORR : -

The particulars should be supported by documents or write up.

Signature of the bidder
With date.
HOUSEHOLD SURVEY FORM FOR THE MINORITY FAMILIES

Name of Block :-

1. Sl.No.

2. ORR No.

3. Name of the Head of family

4. No. of total family members (including Head of family)

5. Male............Female............

6. Ration Card No.

7. Profession of Head of family

8. Highest educational qualification in the family.

9. Religion

10. BPL or APL

11. Total landed property


Date :-

Full signature of the Supervisor. Full signature of the Enumerator.