

Office of the Commissioner for Persons with Disabilities

Govt of NCT of Delhi

25-D, Mata Sundari Road, Near Guru Nanak Eye Centre, New Delhi-02

Website: www.discomm.delhi.gov.in / Email: comdis.delhi@nic.in

Ph 011-23216002 Fax 011-23216005

Request for Proposal:-

It is the vision of the Government to have an inclusive society in which equal opportunities and access is provided for the growth and development of Persons with Disabilities(PwDs) to lead productive, safe and dignified lives. In this direction, the Department of Empowerment of Persons with Disabilities (DEPWD), Ministry of Social Justice & Empowerment has launched the “**Accessible India Campaign (Sugamya Bharat Abhiyan)**” as a nation-wide flagship campaign for achieving universal accessibility for PwDs.

2. One of the targets under the objective of enhancing the proportion of accessible government buildings under nation-wide Accessible India Campaign is to conduct accessibility audit of most important government buildings and converting them into fully accessible buildings. Access audits are an important means of ensuring accessibility and must cover all stages of the process of planning, design, construction, maintenance and monitoring and evaluation.

3. Govt buildings as per details at Annexure 'A' are proposed to be audited for accessibility in the National Capital Territory of Delhi in Phase-II of the Accessible India Campaign as per the attached term and conditions.

The terms and conditions of allocations are given as under:-

- (i) The financial evaluation of bids shall be carried out floor wise cost only.
- (ii) The bidders shall submit bid for all the buildings/infrastructure of District, including cost for each building in a category.
- (iii) A partial bid submitted for some of the buildings/infrastructure in District will not be considered and will be summarily rejected without any further correspondence.
- (iv) The bid must be made keeping in mind that the listed buildings/infrastructure shown in **Annex A** are being considered as single units. For example, a Secretariat/complex/university/premises may include multiple buildings within the premises. In such cases, the bid is to be made for the entire complex/secretariat as one unit. Details of cost (building-wise) breakup shall be shown separately.
- (v) The bid is to be made for the entire building/infrastructure as a single unit irrespective of floors/blocks it may have and not as a separate floor/block.
- (vi) After submission of cost estimation, if the organization is selected, it will not be allowed to withdraw from the access audit by stating some reasons. In such case, the organization will be black-listed.
- (vii) The access audit has to be completed and report is to be submitted within 60 days from the date of work order. The first 10 days will be for liaisoning and coordination concerned department. The report shall have to be submitted within balance 90 days.
- (viii) The report shall have to be given on prescribed format as per **Annexure B** separately in relation of each building/infrastructure.
- (ix) 80% of payment shall be released within 30 days of completion & submission of access audit report of each building/infrastructure separately and its acceptance by the competent authority.
- (x) Balance 20% of payment shall be released after submission of successful implementation of report by the audited organization. 20% of the bid amount will be deducted for submission of access audit report beyond 7 days later than the deadline and 40% of the bid amount will be deducted, if report is submitted more than 14 days late without any valid reason to be assessed by the Office of the Commissioner PWDs. The Access Auditor would be blacklisted if the access audit report is not submitted within 120 days.
- (xi) Office of the Commissioner for PWDs reserves the right to reject any bid without assigning any reasons and no further correspondence shall be entertained.

Special Terms and Conditions: The entire work shall be completed within a

maximum period of 100 days from the date of work order.

Submission of Proposal

- (i) Date of release of Tender: 11/09/2017
- (ii) Last date for Submission of Bids: 11/10/2017; 2PM
- (iii) Date of opening the Bids: 11/10/2017, Time: 4 PM.
- (iv) Venue: **In the Office of State Commissioner for Persons with Disabilities**

25-D, Mata Sundari Road, Near Guru Nanak Eye Centre, New Delhi-110002

(o/o of State Commissioner for Persons with Disabilities, Govt of Delhi will open all Bids in the first instance in the presence of bidder's representatives who chose to attend, at the time, on the date and at the place specified.)

To be submitted to:

Deputy Commissioner, Office of State Commissioner for Persons with Disabilities 25-D, Mata Sundari Road, Near Guru Nanak Eye Centre, New Delhi-110002

Proposals being submitted in the English language on the requirements specified by Dy. Director (Disab), Department of Social welfare, GNCT of Delhi.

Following submission of the proposals and their final evaluation, the o/o of State Commissioner for Persons with Disabilities, GNCT of Delhi reserves the right to retain unsuccessful proposals. It is the responsibility of the bidder to identify any information of a confidential or proprietary nature contained in its proposal so that it may be handled accordingly. However, the o/o of State Commissioner for Persons with Disabilities, GNCT of Delhi cannot guarantee confidentiality.

The Cost Estimation bids, duly complete in all respects, in sealed covers should reach by 2 PM on 11/10/2017. Tenders received late will not be considered.

Scope of work

Conducting access audit of the identified Govt buildings in Delhi under Accessible India Campaign.

Eligibility criteria:

Empanelled organizations for conducting access audit under Accessible India Campaign.

Evaluation of Financial bid

- a. The financial bids shall indicate the cost estimate bid of access audit for Delhi.
- b. Conditional Bid shall be liable to be rejected.
- c. If there is discrepancy between the price/information quoted in words and figures, the price/information in words would be treated as final.

Payments

- i. 80% of payment shall be released within 30 days of completion & submission of access audit report of each building/infrastructure separately and its acceptance by the competent authority.
- ii. Balance 20% of payment shall be released after submission of successful implementation of report by the audited organization.

Submission of Bid

The bidder shall bear all costs associated with preparation and submission of its bid. o/o of State Commissioner for Persons with Disabilities, GNCT of Delhi will in no case be responsible or liable for those costs, regardless of the outcome of the tendering process.

Sealing and marking of Bids

- i. The bids must be submitted as under:

The envelope shall be sealed and super scribed '*Bid- State Commissioner Disability, GNCT of Delhi tender for Access Audit under Accessible India Campaign*'

- ii. The envelopes shall indicate the names and addresses of the bidder to enable the bid to be returned unopened in case it is declared late
- iii. Telex, cable and facsimile bids will be rejected

Deadline for submission of Bids

i. Bids must be received by this office at the address given not later than the time and date specified. In the event of the specified date for the submission of bids being declared a holiday for o/o of State Commissioner for Persons with Disabilities, GNCT of Delhi, the bids will be received up to the appointed time on the next working day.

ii. The State Commissioner may, at his discretion extend this deadline for submission of bids by amending the bid documents, in which case all rights and obligations of The State Commissioner, GNCT of Delhi and bidder previously subject to the deadline will thereafter be subject to the deadline as extended.

Late Bids

Any bid received by this office after the deadline for submission of bids prescribed by the State Commissioner will not be considered and/or returned unopened to the bidder. The State Commissioner will not be responsible for any postal delay or non-receipt/non-delivery of the bid. No further correspondence will be entertained on the subject.

Opening of Bids

The State Commissioner will open all Bids in the first instance in the presence of bidder's representatives who chose to attend, at the time, on the date and at the place specified. The bidders' representatives present there, shall sign a register evidencing their attendance. In the event of the specified date of the bid opening being declared a holiday for o/o of State Commissioner for Persons with Disabilities, GNCT of Delhi, the bids shall be opened at the appointed time and location on the next working day.

Rejection of Proposals and Split Awards

The State Commissioner for Persons with Disabilities, GNCT of Delhi reserves the right to reject any and all proposals if they are, inter alia:

- received after the deadline stipulated in the Request for Proposal;
- not properly marked or addressed as required in the Request for Proposal;
- delivered to other office locations than the one required in the Request for Proposal;
- transmitted by facsimile;

Withdrawals and Modification of Proposals

Proposals may be modified or withdrawn in writing, prior to the proposal closing time specified therein. Proposals may not be modified or withdrawn after that time.

Confidentiality

This Request for Proposal or any part thereof, and all copies thereof must be returned to The State Commissioner for Persons with Disabilities, GNCT of Delhi upon request. It is understood that this Request for Proposal is confidential and proprietary to the State Commissioner for Persons with Disabilities, GNCT of Delhi, contains privileged information, part of which may be copyrighted and is communicated to and received by bidders on the condition that no part thereof or any information concerning it may be copied, exhibited or furnished to others without the prior written consent of the State Commissioner for Persons with Disabilities, GNCT of Delhi. Notwithstanding the other provisions of the Request for Proposal, bidders will be bound by the contents of this paragraph whether or not they submit a bid or responds in any other way to this Request for Proposal.

Contract:-

Any contract resulting from this Request for Proposal will include the General Conditions of Contract.

Contact Person:-

For further queries you may contact :

Deputy Commissioner, Office of State Commissioner for Persons with Disabilities 25-D, Mata Sundari Road, Near Guru Nanak Eye Centre, New Delhi-110002

Tel:- 011-23216002