



**GOVERNMENT OF ASSAM
OFFICE OF THE CHIEF ENGINEER PHE (WATER) ASSAM PUBLIC HEALTH
ENGINEERING DEPARTMENT
HENGRABARI: GUWAHATI-36**

No.JJMA-16/SA/2021/ **3501**

Date: **16/03/21**


Corrigendum No. 01

RFP No. 35 of 2020-21

In partial modification to RFP No. 35 of 2020-21, the following condition shall stand amended -

Sl. No.	Clause No.	Existing Condition	Updated Condition
1	5.1 Detailed Activity & Output Schedule for ISAs:	Deleted	Annexure I
2	Clause No. 6 of Section – I 1. Mobilization Advance	10(%) or as per TA	Mobilization advance will be granted on submission of necessary bank guarantee of equivalent amount up to a tune of 10%.
3	Section - 02 1. Evaluation of Proposals (ii) Criteria for marking in Technical Evaluation of proposals:	Deleted	Annexure II

Note: All the other terms and conditions of the RFP shall remain unchanged.


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STATE PROGRAMME MANAGEMENT UNIT- (JAL JEEVAN MISSION)				
PROBABLE MILESTONES & SUGGESTIVE ACTIVITIES OF IMPLEMENTING SUPPORT AGENCIES TO ESTIMATED OUTPUTS				
1. All HHs familiarised on JJM and Gram Panchayat Resolution Passed. 2. All the GPWSC/ VWSC/ Water User's Committee Formed, Registered (as deemed necessary), Trained & Bank 3. All Village Action Plan Prepared & Approved in Gram Sabha/ Village Community Meeting (for Council areas). 4. Water User's Committee formed for each PWSS for its O&M & necessary monitoring. 5. Community Ownership of Scheme through GPWSC/ VWSC. 6. All HHs contributed towards Capex in terms of Cash/ Kind/ Labour. 7. All HHs provided with FHTC and O&M Plan developed for the PWSS. 8. All HHs have been ensured with Drinking Water Security. 9. All HHs oriented on the importance of monthly tariff & responsibility sharing with Water User's Committee. 10. All women/community groups formed for WQM & SP. 11. Final Report on Functionality submitted & Success Story Documented.				
Sl. No.	Milestones and Key Activities	Activity details	Support/inputs Required/Converge	Responsible Department/Offici
(A) PLANNING & MOBILIZATION PHASE (3 Months)				
1	Community familiarisation & G.P Resolution for taking up JJM in all Villages.			
1.1.	Introductory Meeting with PRIs/VOs/SHG members/Community	Meeting at suitable level to discuss on JJM Approach.		
1.2	Village/Cluster level Meetings in each village.	ISA to organize cluster-level Meeting in different pockets of villages (4 Nos.)	Presence of District IEC Consultant/ ISA Co-ordinator from PHED in sample percentage of meetings	AEE to act as a manager & supervise the planning of Cluster-level meetings along with IEC Consultant/ ISA Co-ordinator, ISA & respective AE(PHE), JE(PHE).
1.3	Focused Group Discussions	Well-documented FGD along with the points of discussion. (1 Nos.)	Presence of District IEC Consultant/ ISA Co-ordinator from PHED	AEE to act as a manager & supervise the planning of FGD with IEC Consultant/ ISA Co-ordinator, ISA & respective AE(PHE), JE(PHE).
2	Constitution/ Registration (as deemed necessary)/ Sensitisation/ HRD & Capacity Building of GPWSC/ VWSC/ Water User's Committee as Sub-Committee of GP, Opening of respective Bank Accounts etc. as well as community orientation on Ownership for ensuring functionality of Water Infrastructure under JJM.			

2.1	Preparation of Assessment report on FHTC, Source Sustainability, Water Quality & existing status of Water Supply after discussion with community about proposed infrastructure (retrofitting/ new)	ISA to prepare a detailed assessment report on FHTC, Water Availability, Source Sustainability, Water Quality with the support of PHED Officials	State Office to Provide Assessment Report Format.	IEC Consultant/ ISA Co-ordinator to orient on FHTC Report Format.
2.2	Inter-personal Communication.	ISA to conduct Inter-personal Communication on the Components of JJM (100% HHs)	Presence of District BRCC/ CRCC & Swachhagrahis from PHED in a sample percentage of HHs	BRCC/ CRCC to supervise the IPC at HH Level.
		ISA to conduct Open Miking on Components of JJM in entire Village	ISA Co-ordinator & IEC Consultant to support in planning for Open Miking. The Districts can prepare audio clipping for the same & get approval from State.	BRCC/ CRCC to act as a supervisor & take the responsibility of the Planning & conduct of Open Miking at Village Level.
2.3	PRA Exercises.	ISA to conduct a structured PRA exercise on Resource Mapping with the Community Members (2 Nos.)	Presence of District BRCC/ CRCC & Swachhagrahis from PHED in a sample percentage of HHs	BRCC/ CRCC to supervise the Planning & conduct of PRA at Village Level.
2.4	Listing up skilled manpower for training & Group selection for WQM & SP comprising Women.	ISA to Conduct Village Level Meeting with Community & PRI Members for Listing of Skilled Manpower & Women Group for WQM & SP. (1 Nos.)	Presence of District IEC Consultant/ ISA Co-ordinator from PHED	
2.5	Gaon Sabha for constitution of GPWSC/ VWSC/ Water User's Committee (WUC)	ISA to Conduct well documented Gaon Sabha with the Community & PRI Members for constitution of GPWSC/VWSC/ Water Users Committee (WUC) as well as discussion on Roles & Responsibilities of the same. (1 Nos.)	Presence of JE/SI/SO as well as District IEC Consultant/ ISA Co-ordinator from PHED	AEE to act as a manager & supervise the planning of Gaon Sabha along with IEC Consultant/ ISA Co-ordinator, ISA & AE, JE.
2.6	Registration of WUC as deemed necessary. (GPWSC shall be operationalised as sub-committee of GP and VWSC shall be operationalised as sub-committee of GP/GPWSC. WUC shall be formed for each PWSS with active involvement of all beneficiaries within the jurisdiction of the scheme)	ISA to facilitate the application of Registration of the Constituted WUC through Asst. Registrar of Societies of the concerned District. (optional)	IEC Consultant/ ISA Co-ordinator to provide a registration process induction to ISAs	Formation of GPWSC/ VWSC as per Operational Guidelines.
2.7	Opening of VWSC Accounts for Community Share collection/ routing FFC Grant GPWSC.	ISA to facilitate the opening of Bank Account for Community Contribution		

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2.8	Organise training for Youth Groups, SHGs & VO's.	ISA to facilitate training session for the Youth Groups & SHGs as a Plan for Self-Sustainable System in the Village which can be subsequently engaged as Women FTK Group. (1 Nos.)	PHED to provide Resource Person for the Training Session.	IEC Consultant/ ISA Co-ordinator to take the leadership of planning & structuring the Training along with ISA.
3 Preparation & Approval of Village Action Plan (VAP)				
3.1	IPC for demand generation for PWSS.	ISA to conduct FGD for identification of GAPS related to Water Supply & importance of Community Contribution in the village along with the community Members. (4 Nos.)	Presence of District BRCC/ CRCC & Swachhagrahis from PHED in a sample percentage of HHs	BRCC/ CRCC to act as a supervisor & take the responsibility of the Planning & conduct of FGD at Village Level.
		ISA to plan & ensure Leaflet Distribution in entire village containing information about JJM & importance of Community Contribution (All HHs)	Leaflets for distribution to be provided by PHED State Office.	BRCC/ CRCC to supervise the distribution of leaflets by field level enumerators.
3.2	Collection of signature from at least 80% HH in favour of PWSS, CC and Users Charges.	ISA to conduct Community level meeting with PRI members for collection of signature in favour of PWSS, CC & User Charges. (4 Nos.)	Presence of JE as well as District IEC Consultant/ ISA Co-ordinator from PHED	
3.3	Consent letter from G.P Office for taking up JJM in Village and collection of authenticated HH list from GP Office.	ISA to obtain Approved Consent Letter from GP Office for taking up JJM in the Village & HHs List	Presence of concerned AE(PHE) or JE(PHE) as well as District IEC Consultant/ ISA Co-ordinator from PHED with necessary field validation of HH List.	
3.4	Cluster-level Group Meeting	ISA to conduct cluster-level group meeting (with increased focus on participation of women) on Village Action Plan. The meeting should Orient the group in detail about the importance & Components of VAP. (4 Nos.)	Presence of District BRCC/ CRCC & Swachhagrahis from PHED in a sample percentage of Meetings	AEE to act as a manager & supervise the planning of Cluster-level meetings along with IEC Consultant/ ISA Co-ordinator, ISA & AE, JE.
3.5	PRA & FGD exercises for VAP.	ISA to conduct PRA for Social mapping and components of Village Action Plan. (2 Nos.)	Presence of District IEC Consultant/ ISA Co-ordinator from PHED in sample percentage of PRA exercises.	BRCC/ CRCC to supervise the Planning & conduct of PRA at Village Level.
		ISA to conduct FGD for deciding the Annual O&M charges and individual monthly Tariff. (1 Nos.)	Presence of District BRCC/ CRCC & Swachhagrahis from PHED in a sample percentage of FGD Exercises	BRCC/ CRCC to supervise the Planning & conduct of PRA at Village Level.

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3.6	Facilitation of Community for Preparation, Finalisation & Approval of VAP.	ISA to conduct Gaon Sabha with the community & PRI Members for Preparation, Finalisation & Approval of VAP. The Gaon Sabha minutes should be well-Documented. (1 Nos.)	Presence of JE as well as District IEC Consultant/ ISA Co-ordinator from PHED	AEE to act as a manager & supervise the planning of Gaon Sabha along with IEC Consultant/ISA Co-ordinator, ISA & AE, JE.
3.7	Submission of VAP to DWSM through well-documented Gram Sabha	ISA should ensure Submission of VAP & well-documented Gaon Sabha Minutes to DWSM.		
4	Monitoring, O&M & FTK Training of Women Groups			
4.1	Community Familiarisation Exercises on approved work.	ISA should conduct a detailed Mapping activity of Proposed pipe water supply in the village with Community Members. (1 Nos.)	Presence of District BRCC/ CRCC & Swachhagrahis from PHED in a sample percentage of Meetings	BRCC/ CRCC to supervise the Planning & conduct of Community Familiarisation exercise
4.2	Training of Women FTK Groups.	ISA should facilitate trainings of Women FTK Groups, identified & formed, with a focus on need based field requirement. (can be done with activity 2.8)	Presence & Support from DLL Functionaries in FTK Trainings.	ISA Co-ordinator to supervise the Planning & conduct of Training on O&M.
(B) IMPLEMENTATION PHASE (10-12 Months)				
5	Appropriate Ownership for the scheme			
5.1	Ownership of Scheme by GPWSC/ VWSC	ISA to facilitate detailed meeting for necessary update and intimation of concerned Work Order for implementing a scheme and a request for facilitating the list of beneficiary HHs for FHTC within the Command area of the scheme. As well as the issue of initiating all necessary steps to ensure meaningful O&M of the Scheme in future, after formal handing over the same to GP, should be discussed at length.	Presence of JE as well as District IEC Consultant/ ISA Co-ordinator from PHED	AEE to act as a manager & supervise the planning of meetings along with IEC Consultant/ ISA Co-ordinator, ISA & AE, JE.
5.2	Meeting with Community members on constructional activities & technical components of PWSS.	ISA to conduct Community Level Meeting with the goal of providing details on technical components of PWSS & Monitoring Process of the same. (2 Nos.)	Presence of JE as well as District IEC Consultant/ ISA Co-ordinator from PHED in a sample number of meetings	AEE to act as a manager & supervise the planning of meetings along with IEC Consultant/ ISA Co-ordinator, ISA & AE, JE.

5.3	Display of Contractor's details and Work Value as well as Contact Person & Contact No. for grievance redressal.	ISA with the help of PHED officials should ensure upload of details of contact person for grievance redressal as well as details of contractor.	Support provided by BRCC/CRCC.	
6 Collection of CAPEX				
6.1	IPC for community contribution.	ISA to conduct FGD for creating awareness about community contribution. (4 Nos.)	Presence of District BRCC/CRCC & Swachhagrahis from PHED in a sample percentage of FGDs.	BRCC/ CRCC to act as a supervisor & take the responsibility of the Planning & conduct of FGD at Village Level.
6.2	Cluster Level Group Meeting	ISA to conduct Cluster level meeting (with increased focus on participation of women) in different pockets related to Community Contribution and decide upon the means of community contribution i.e. cash/kind/labour. (4 Nos.)	Presence of District BRCC/CRCC & Swachhagrahis from PHED in a sample percentage of PRA Exercises	AEE to act as a manager & supervise the planning of meetings along with IEC Consultant/ ISA Co-ordinator, ISA & AE, JE.
6.3	Collection of Community Contribution & involvement of Water User's Committee.	ISA to insist the Community for contribution towards CAPEX.		
7 FHTC Monitoring, O&M & OPEX Preparedness				
7.1	IPC for FHTC & OPEX	ISA to conduct Open miking in entire village on importance of Water Quality and sustainability of the PWSS	ISA Co-ordinator & IEC Consultant to support in planning for Open Miking. The Districts can prepare audio clipping for the same & get approval from State.	BRCC/ CRCC to act as a supervisor & take the responsibility of the Planning & conduct of Open Miking at Village Level.
		ISA to Conduct Cluster level meeting on components PWSS, Opex of FHTC involvement of WUC. (All HHs.)	Presence of District BRCC/CRCC & Swachhagrahis from PHED in a sample percentage of HHs	BRCC/ CRCC to supervise the IPC at HH Level.
		ISA to conduct IPC & distribute leaflets on the components of PWSS & Opex of FHTC as well as importance of Water Quality. (All HHs)	Leaflets for distribution to be provided by PHED State Office.	BRCC/ CRCC to supervise the distribution of leaflets by field level enumerators.
		ISA to conduct Routine Monitoring activity through Water User's Committee (WUC) (1 Nos.) (Optional)		

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7.2	Routine Monitoring & O&M Plan Preparation.	ISA to conduct community level meeting on O&M and prepare a tentative Monthly Plan for the same including collection of monthly tariff by WUC & Routing of FFC Grant from GP. (4 Nos.)	Presence of District BRCC/ CRCC & Swachhagrahis from PHED in a sample percentage of Meetings	AEE to act as a manager & supervise the planning of meetings along with IEC Consultant/ ISA Co-ordinator, ISA & AE, JE.
7.3	Training on Financial Management & Record keeping	ISA to conduct Training of VWSC/ GPWSC on Financial Management & Record keeping. (1 Nos.)	PHED to provide Resource Person for the Training Session.	IEC Consultant/ ISA Co-ordinator to take the leadership of planning & structuring the Workshop along with ISA.
C. POST IMPLEMENTATION PHASE (3 MONTHS)				
8	To ensure Drinking Water Security for all			
8.1	IPC for FHTC to all HHs.	ISA to conduct IPC for demand generation on the left out Households as well as O&M.	Presence of District BRCC/ CRCC & Swachhagrahis from PHED in a sample percentage of HHs	BRCC/ CRCC to supervise the IPC at HH Level.
		ISA to conduct FGD with community members (those who have opted & those not) for demand generation among the left-out HHs (If any)	Presence of District BRCC/ CRCC & Swachhagrahis from PHED in a sample percentage of FGDs.	BRCC/ CRCC to act as a supervisor & take the responsibility of the Planning & conduct of FGD at Village Level.
		ISA to conduct assessment & routine monitoring with community members for providing FHTC to the left-out HHs. (1 Nos.)		BRCC/ CRCC to act as a supervisor & take the responsibility of the Planning & conduct of assessment & Routine Monitoring
9	Finalisation of Opex			
9.1	IPC on Importance, Finalisation Opex	ISA to conduct Group meeting with the community members on involvement of WUC for Collection of OPEX/ Monthly Tariff and utilisation of FFC Grant. (1 Nos.)	Presence of District IEC Consultant/ ISA Co-ordinator from PHED in sample percentage of Meetings.	AEE to act as a manager & supervise the planning of meetings along with IEC Consultant/ ISA Co-ordinator, ISA & AE, JE.
10	WQM & SP			
10.1	WQM & SP activities.	ISA to conduct community level meeting for selection of community members for Monitoring, WQSM activities as well as development of detailed long-term WQM & SP Plan (2 Nos.)	Presence of District ISA Co-ordinator, BRCC/ CRCC & Swachhagrahis from PHED in a sample percentage of Meeting	AEE to act as a manager & supervise the planning of meetings along with IEC Consultant/ ISA Co-ordinator, ISA & AE, JE.

10.2	Planning for sustainable refill mechanism for chemicals & equipment in the FTKs	ISA to conduct meeting with the Public Health Department for planning of sustainable refill mechanism. (1 Nos.)	Presence of District IEC Consultant/ ISA Co-ordinator from PHED in sample percentage of Meetings.	AEE to act as a manager & supervise the planning of meetings along with IEC Consultant/ ISA Co-ordinator, ISA & AE, JE.
11 Final Report on Functionality & Documentation of success stories				
11.1	Discussion with GPWSC/ VWSC/ USER'S COMMITTEE Members to complete the final report on functionality & sustainability.	ISA to conduct meeting with all the stakeholders to discuss, complete & submit final report. (1 Nos.)	Presence of District IEC Consultant/ ISA Co-ordinator from PHED in sample percentage of Meetings.	AEE to act as a manager & supervise the planning of meetings along with IEC Consultant/ ISA Co-ordinator, ISA & AE, JE.
11.2	Uploading success story, if any.	ISA to document and submit success stories from field per set of villages allotted		IEC Consultant to ensure appropriate documentation.

*In addition to this, the ISA will have to undertake any additional work assigned by SWSM or DWSM.



(ii) Criteria for marking in Technical Evaluation of proposals:

S.N	Technical Parameters	Allotted Marks	Marking Criteria
A.	Experience of the Firm	45	
1	Registration of organization for organizations under 4(a) including organizations under Registration of Societies Act 1860, or a Public Trust registered under Indian Trust Act 1982 or a corporation registered under Section 8 Companies Act. Or, experienced Self-Help Groups (SHGs) within districts.	05	3-5 yrs. =03 marks >5- 10 yrs.- = 04 marks more than 10 yrs. =05 marks
2	The experience of organization in the below mentioned fields: - 1. Drinking water and community management. 2. Water quality. 3. Rainwater harvesting/ recharge, water resources management. 4. Capacity building and awareness generation. 5. Public health engineering. 6. Gender & Water.	10	3- 5 yrs.- =07 marks >5- 10 yrs.- =08 marks more than 10 yrs.- =10 marks
3	The experience of the organizations' chairpersons/board/or relevant authority who is proposed to lead the initiative, in the above-mentioned fields (Sl. No.- 2).	10	3- 5 yrs.- =07 marks >5- 10 yrs.- =08 marks more than 10 yrs.- =10 marks
4	The No. of GPs in which related activities of above-mentioned fields (Sl. No.-2) implemented.	10	Upto 10 G.P. = 07 Marks >10-40 G.P. = 08 Marks Above 40 G.P.= 10 Marks
5	Experience of using Participatory Rural Appraisal (PRA) techniques and other communication tools in community mobilization. (Work orders/MoAs/Completion certificates should clearly mention PRA activities)	10	03- 05 yrs.- =07 marks >05- 10 yrs.- =08 marks more than 10 yrs.- =10 marks
B.	Financial Capability	10	
1	Average annual turnover of last 03 years (FY. 2017-18, 2018-19 and 2019-20)	10	5 lakhs = 06 Marks >5 -7.50 lakh = 08 Marks Above 7.50 lakh = 10 Marks
C.	Manpower Capability (all the below mentioned resources shall be mutually	20	

	not be categorized under multiple categories)		
1	No. of senior resources (having Graduate\Post Graduate degree and 03 years exp.)	10	01 = 06 Marks >01-03= 08 Marks above 03 = 10 Marks
2	Coordinators (having Graduate degree and 03 years exp.)	10	03 = 06 Marks >03-05= 08 Marks above 05 = 10 Marks
D.	Regional Experience	15	
1	Organizations having experience of implementing assignments in the state of Assam (each work order is considered to be an assignment)	10	upto 5 = 06 Marks 5-10 = 08 Marks above 10 = 10 Marks
2	Organizations having experience of implementing projects in North Eastern Region (other than in Assam) (each work order is considered to be an assignment)	5	upto 5 = 03 Marks 5-10 = 04 Marks above 10 = 05 Marks
E.	Presence in the State	10	
1	Organizations having branch offices in separate mutually exclusive administrative districts of Assam (Lease Agreements/Trade license etc. shall have to be provided mandatorily as proof)	10	upto 05 = 06 Marks >05-10= 08 Marks above 10 = 10 Marks

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