

**GOVT. OF ASSAM**  
**OFFICE OF THE DISTRICT COMMISSIONER:::BONGAIGAON**

**NOTICE: INVITING REQUEST FOR PROPOSAL (RFP)**

For running 1 No. Yoga and wellness Centre at District Jail, Abhayapuri under Bongaigaon District.

Office of the District Commissioner ,Bongaigaon , Assam invites Request for Proposal (RFP) from eligible intending NGO/Agencies for running 1 No. Yoga and Wellness Centre under National Ayush Mission, Assam at District Jail located at Abhayapuri under Bongaigaon District.

The terms and conditions and detail of bids will be available in the RFP documents which can be downloaded from the official website <https://bongaigaon.assam.gov.in> w.e.f 23/05/2025 to 12/06/2025 during office hours.

Last date of submission of RFP: **12/06/2025 till 4:00 P.M.**

Opening of Technical Bids: **13/06/2025 at 11:00 A.M.**

  
**District Commissioner**  
**Bongaigaon**

Memo No.BND/28/Yoga Wellness/2025/18 Dated, Bongaigaon the 22<sup>nd</sup>May, 2025  
Copy to:

- 1) The Director of AYUSH cum MS(EB), State Ayush Society, National Ayush Mission, Assam for kind information.
- 2) The Jt. Director of Health Services, Bongaigaon for information.
- 3) The DIO, NIC, Bongaigaon for information. He is requested to upload the RFP on the official website of Bongaigaon.
- 4) The DIPRO, Bongaigaon for information. She is directed to publish the RFP in local newspaper.
- 5) The District Nodal Officer (AYUSH), Bongaigaon for information.
- 6) The DPM (NHM), Bongaigaon for information.

  
**District Commissioner**  
**Bongaigaon**

## **PROCEDURE AND TERMS AND CONDITION**

- a. The RFP is to be submitted on single bid basis i.e. Technical Bid.
- b. The RFP needs to be submitted at the Office of The District Commissioner , Bongaigaon, Assam.
- c. RFP responses must be addressed to the District Commissioner, Bongaigaon, Assam. Pin- 783380
- d. Office of the District Commissioner, Bongaigaon, Assam reserves the right to solicit additional information from Bidders.
- e. Office of the District Commissioner, Bongaigaon, Assam reserves the right to accept the whole, or part of or reject any or all RFPs without assigning any reasons thereof.
- f. The bidders whose bid documents are found to be technically qualified in the RFP process will be awarded the work on ranking basis.

### **6. PERIOD OF CONTRACT:**

The contract will be initially for a period of 01 (one) year from the date of a ward of the work. The contract may be extended for the subsequent years on the basis of performance/appraisal report.

Either party reserves the right to terminate the contract with service of advance notice of 30 days.

### **7. AMENDMENT OF RFP DOCUMENT:**

At any time before the submission of bids, National AYUSH Mission, Assam may amend the terms and conditions of the RFP document by issuing an addendum/corrigendum in writing or by announcing it through news paper or website. The addendum/corrigendum shall be binding on all the NGOs/agencies. In case of any amendment the last date of submission of the bid or part document will be extended

## 8. PENALTY CLAUSE

- a. An Agreement has to be signed by the successful bidders with Sate AYUSH Society, Assam. Any breach in the agreement will lead to penalty of forfeiting the payment and termination of the contract.
- b. If at any given point of time it is found that the bidder has made a statement which is factually incorrect or if the bidder doesn't fulfill any of the contractual obligation, the RFP inviting authority may take a decision to cancel the contract with immediate effect. Further, the EMD of the agency may also be forfeited

## 14. APPLICABLE LAW AND JURISDICTION:

This contract, including all matters connected with this contract, shall be governed by the Indian laws, both substantive and procedural, for the time being in force and shall be subject to the exclusive jurisdiction of Gauhati High Court, if required.

## 15. SIGNING OF BID:

The original bid and all documents of the Bid shall be typed or written in a legible hand writing and shall be signed by the Bidder or a person duly authorized to sign by the Bidder with official seal. The person or persons signing the Bid shall initial all pages of the Bid.

## 16. BID SUBMISSION:

Bidders must submit their bid super-scribing "Running of Yoga & Wellness Centre for one no District Jail under Bongaigaon District, Assam" and addressed to "the District Commissioner, Bongaigaon, Assam. The name, address with mobile no of the bidder should be written legibly on the application.

- a) **Technical Bid** should contain
  - i. One indexed checklist of the submitted documents in the bid.
  - ii. Self attested copies of valid Certificate of Incorporation/Partnership deed(Notarized)/ Society Registration/ Proprietorship declaration (Notarized), Trade

License, Labour License, PAN and GSTIN, as applicable.  
( Requisite documents needs to be submitted with the Bid Documents, failing to non-compliance will lead to technical disqualification)

- iii. Office address proof.
- iv. Agency Profile with Manpower & Infrastructure Details (organ gram).
- v. Proof of Turnover for last 3 financial years audited and certified by Chartered Accountant.
- i. Documentary evidence of past 5 years experience in running Yoga Institute/Centers. Details of qualified Yoga professionals available with the NGO/Agency. (in enclosed format)
- ii. Self-declaration certificate for non-blacklisting(Notarized)
- iii. The bidder must submit copy of complete RFP Document with sign and seal of bidder on each page.
- iv. The bidder must sign and affix seal on every page of submitted documents.
- v. All the requisite documents must be uploaded in assam tender.gov.in against the said tender.

OFFICE OF THE DISTRICT COMMISSIONER, BONGAIGAON, ASSAM

REQUEST FOR PROPOSAL

Office of the District Commissioner, Bongaigaon, Assam invites Request for Proposal (RFP) for empanelment of Firms/Agencies/Organization for running of Yoga and Wellness centre in one no District Jail in Bongaigaon District under Office of the National Ayush Mission, Assam. Eligible and interested party may submit their RFP with requisite documents. For details visit:

**THE SHEDULE OF RFP**

1	RFP No	<b>BND/28/Yoga Wellness/2025/18 Dtd.22/05/2025</b>
2	Description of Service	Request for Proposal (RFP) for empanelment of Firms/Agencies/Organizations for running of Yoga and Wellness centre under the office of the National Ayush Mission, Assam in 1(one) no of District Jail under Bongaigaon District.
3	Duration of Empanelment	1(one) year from the date of empanelment.
4	Scope of Work	The empanelled agency shall provide services for running Yoga and Wellness centre at 1(one) no of District Jail under Bongaigaon District
5	<b>Date of download of RFP</b>	<b>23/05/2025</b>
6	<b>Last Date and Time for Receiving of RFP</b>	<b>12/06/2025</b>
7	<b>Date of opening of RFP</b>	<b>13/06/2025</b>
8	Date and Time of Result	After Completion of Scrutiny and evaluation.
10	Subject Line for Submission of Proposal	Request for Proposal (RFP) for empanelment of Firms/Agencies/Organizations for running of Yoga and Wellness centre under the office of National Ayush Mission, Assam.
11	Place for submission of the RFP	<b>Office of the District Commissioner, Bongaigaon, Assam</b>

### Criteria of selection

1. Minimum 5 years Experience of running yoga centre/yoga Institute in the state of Assam under Govt. funded authorities.
2. Minimum 5 years of experience of other yoga related activities (Seminars, Yoga awareness camp. Medical and health camp etc for minimum 03 years cumulatively in the state of Assam under Govt. funded authorities.
3. Minimum 5 Seminars in 3 years.
4. Minimum 10 Yoga awareness camps in 3years. Minimum 10 free health check up camps in 3 years.

Sr. No	Particulars	Amount in Rs per annum
1.	1. Remuneration of Yoga Instructors (1 male and 1 female) and 1 assistant cum cleaner. 2. Organizing Ayush Consultancy Service (Monthly Medical and Health Check up camp) 3. Other activities (Yoga fest/yoga competition/lectures by eminent yoga person/IDY celebration etc.	Rs. 5,00,000.00
2	Contingency	Rs. 40,000
	<b>Total</b>	<b>Rs. 5,40,000.00</b>

1. Bids will be opened initially as per prescribed schedule and Evaluated for technical eligibility.
  2. Only those bidder scoring minimum 60% and above in technical evaluation will be declared responsive and eligible.
- No conditional bid will be accepted.

<i>Sl.</i>	<i>Ranking Evaluation Criteria</i>	<i>Marks</i>	<i>Experience Criteria</i>
1	<i>Minimum Experience of running yoga centre/ yoga Institute in the state of Assam under Govt. funded authorities.</i>	40	Experience certificate of working in Govt. organization (Central/State), PSU (Central/State), Govt. aided/Govt. Funded projects.
	Above 10 years	40	
	Above 7 years to 10 years	30	
	Above 5 years to 7 years	20	

2	Experience of other yoga related activities (Seminars, Yoga awareness camp. Medical and health camp etc for minimum 03 years cumulatively in the state of Assam under Govt. funded authorities.	60	Experience certificate of working in Govt. organization (Central/State), PSU (Central/State), Govt. aided/Govt. Funded projects.
a	Above 20 seminars	20	
	Above 15 seminars to 20 seminars	16	
	Above 10 seminars to 15 seminars	12	
	1 seminar to 10 seminars	8	
b	Above 20 Yoga Awareness camp	20	
	Above 15 Yoga Awareness camp to 20 Yoga Awareness camp	16	
	Above 10 Yoga Awareness camp to 15 Yoga Awareness camp	12	
	1 Yoga Awareness camp to 10 Yoga Awareness camp	8	
c	Above 20 camp of free Medical & Health Check	20	
	Above 15 camp of free Medical & Health Check to 20 camp of free Medical & Health Check	16	
	Above 10 camp of free Medical & Health Check to 15 camp of free Medical & Health Check	12	
	1 camp of free Medical & Health Check to 10 camp of free Medical & Health Check	8	
	Total	100	

In case, if one or more agencies/NGOs/firms/organizations score the same marks in the ranking evaluation criteria, in that case rankings will be done on the basis of higher marks scored in the segment at Sl no.2 (***Experience of other yoga related activities (Seminars, Yoga awareness camp. Medical and health camp etc for minimum 03 years cumulatively)***) in the aforementioned table

	Particulars	Information
	Name of the NGO/Agency	
	Addresses of the NGO/Agency	
	Head Office address (with Phone No Email id.)	
	Branch office address (with Phone No. Email id.)	
	Date of establishment of the NGO/Agency	
	Mention the date of each branch office since when existed at existing place (if any)	
	Permanent Account Number (PAN)	
	NGO/Agency Registration No. (as applicable)	
	NGO/Agency GST Registration No. Labour licence (as applicable)	
	Labour License	
	No. of staff of the Organization a) Administrative/Managerial b) Yoga Teacher/trainer c) Supporting staff d) Others	
	Certificate of qualification of all Yoga instructors/teachers working under the organization	
	Experience of providing Yoga service of the Organization (Yoga centre/Yoga Institute)	
	Experience of other yoga related activities.	