

**TENDER DOCUMENT FOR CONDUCTING EVALUATION STUDY OF THE
SCHEMES OF THE DEPARTMENT OF SPORTS**

Information Sheet/ Critical Date Sheet

Estimated cost of the Tender	Rs. 40 Lakh (Inclusive of all taxes)
Date of Tender publishing	04.11.2019
Date & time of document download start	04.11.2019 at 1400 Hrs
Seek clarification start date & time	04.11.2019 at 1400 Hrs
Seek clarification end date & time	06.11.2019 at 1730 Hrs
Pre Bid meeting date, time & venue	07.11.2019 at 1400 Hrs Venue – Room No 517, C-Wing, Shastri Bhawan, New Delhi – 110001.
Bid submission start date & time	08.11.2019 at 0930 Hrs
Bid submission closing date & time	13.11.2019 at 1400 Hrs
Technical Bid opening date, time & venue	13.11.2019 at 1500 Hrs Venue – Room No 517, C-Wing, ShastriBhawan, New Delhi – 110001.
Bid Submission	On line (https://eprocure.gov.in/eprocure/app)
Date, Time & Venue of Financial Bid Opening	To be notified later on CPPP eProcurement website.
Details of contact person	Shri Raj K. Gupta, Under Secretary (Coordination) Department of Sports, Ministry of Youth Affairs & Sports, Room No. 530 “C” Wing, ShastriBhawan, New Delhi - 110001 Tel : 011- 23386416 FAX : 011-23386416 e-mail : rk.gupta69@nic.in

F. No. J-17011/61/2017/SP-CDN
Government of India
Ministry of Youth Affairs and Sports
(Department of Sports)

Shastri Bhawan, New Delhi
Dated the October, 2019

Subject: Invitation of Bids for conducting Evaluation Study of the Schemes of the Department of Sports.

The Ministry of Youth Affairs and Sports (**Department of Sports**) invites **online Bids (Manual bids will not be accepted)** from reputed institutes/ organizations, to undertake Evaluation Study of the Schemes of the Department of Sports. **Tender documents may be downloaded from CPPP e-procurement website <https://eprocure.gov.in/eprocure/app> as per the schedule given in CRITICAL DATE SHEET of this tender.** The current structure of the Schemes of the Department is as follows:

Scheme 1: Development in Sports Institutions: This scheme has the following components/sub-schemes: -

- (i) Sports Authority of India
- (ii) Lakshmi Bai National Institute of Physical Education
- (iii) National Dope Test Laboratory
- (iv) National Anti-Doping Agency
- (v) World Anti-Doping Agency
- (vi) National Centre of Sports Science and Research
- (vii) National Centre for Sports Coaching
- (viii) Sports University in North East

Scheme 2: Encouragement and awards to sportspersons: This scheme has the following components/sub-schemes: -

- (i) Special Cash Award including Rajiv Gandhi Khel Ratna Award
- (ii) Arjuna Award
- (iii) Dhyanchand Award
- (iv) Dronacharya Award
- (v) Pension to Meritorious Sports Persons
- (vi) Assistance to National Sports Federations
- (vii) Human Resource Development in Sports
- (viii) National Sports Development Fund
- (ix) National Sports Welfare Fund

Scheme 3: Khelo India (National Programme for Development of Sports): This scheme has the following components/sub-schemes: -

- (i) Khelo India
- (ii) CWG 2010 - SAI Stadia Renovation
- (iii) Enhancement of Sports Facility at J&K
- (iv) Himalayan Region Sports Festival Scheme
- (v) Seminar, Committee etc.

2. **Of the aforementioned Schemes, some schemes need not be evaluated for reasons cited in** the detailed Terms of Reference, indicating the Objective of the Study and also the Scope, Methodology of the Study and other terms and conditions are given in **Annexure-I**. It may be seen that the Evaluation Studies will provide critical inputs for continuation (or otherwise) of the Schemes beyond 31.03.2020 (with or without modifications). Hence, there is an urgency to complete the exercise expeditiously. The selected bidders shall have to submit Draft Report within 75 days of the award of the work, which will be followed by a Presentation of the Draft Report by the bidder. The Final Reports, incorporating the feedback from the Presentation, shall have to be submitted within 15 days of the submission of the Draft Report. The Studies for all schemes to be evaluated, shall be conducted simultaneously and there will be a separate Report for each Scheme.

3. **ELIGIBILITY:**

(i) The bidder shall be a registered company / proprietary firm in India under the Companies Act 2013 or registered under the relevant provisions/ Acts in India. The bidder has to be necessarily registered in India.

Note - **Consortium is not allowed.** Experience & credentials, etc. of 100% owned subsidiaries of the bidder will be considered. 100% owned subsidiary of the bidding company may be registered anywhere in the world. However, subsidiary is not allowed to claim experience & turnover of its holding/ parent company or sister subsidiary company.

(ii) The bidder should have successfully provided at least 1 tableau during last 5 years i.e. in the year 2013 or later in Republic day parade of India held on 26th January at Rajpath New Delhi to any organization i.e. Central / State / Union Territory Government / Public Sector undertaking, etc.

(iii) The bidder should be solvent.

(iv) The bidder should have valid registration for PAN, TAN and Service Tax / GST (as applicable).

(v) The bidder should have local offices at Delhi/ NCR to ensure satisfactory fulfilment of contractual obligations.

(vi) The bidder should not have been black-listed by Central/ State Governments/ PSUs at any point of time. There should not be any criminal proceedings / conviction against the bidder at any point of time.

(vii) None of the Full Time Directors of the interested Bidder has any relative working in MYAS as defined in clause 5 of this document.

(viii) A Bidder shall submit only one proposal. IN CASE MORE THAN ONE PROPOSAL IS RECEIVED FROM THE BIDDER, ALL SUCH PROPOSALS SHALL BE DISQUALIFIED.

4. **Definition of Relative:**

4.1 Authorized signatory will give an undertaking on behalf of each of the Full Time Directors of the Bidder that none of his/her near relative is working in the Ministry of Youth Affairs and Sports Govt. of India (MYAS) where the bidder is going to bid for this tender.

4.2 A person shall be deemed to be a relative of another if, and only, if,

(a) They are members of a Hindu Undivided Family; or

(b) They are husband and wife; or

(c) The one is related to the other in the manner indicated below:-

- (1) Father
- (2) Mother (including step-mother)
- (3) Son (including step-son)
- (4) Son's wife
- (5) Daughter (including step-daughter)
- (6) Father's father
- (7) Father's mother
- (8) Mother's mother
- (9) Mother's father
- (10) Son's son
- (11) Son's son's wife
- (12) Son's daughter
- (13) Son's daughter's husband
- (14) Daughter's husband
- (15) Daughter's son
- (16) Daughter's son's wife
- (17) Daughter's daughter
- (18) Daughter's daughter's husband
- (19) Brother (including step-brother)
- (20) Brother's wife
- (21) Sister (including step-sister)
- (22) Sister's husband

5. Interested Institutions / Organizations, with requisite experience in the field, are requested to submit their online Bids for undertaking the Study. The Bids shall comprise of the following documents:

a) Technical Bids in Proforma given in **Annexure-IIA**.

b) Financial Bids in Proforma given in **Annexure-IIB**

c) A copy of the **Annexure-I** containing Terms of Reference and Terms and Conditions of the Study, duly signed, as a token of acceptance.

6. **Cost of Tender and EMD value.**

- (i) The tender document can be downloaded from the website of CPPP eProcurement website <https://eprocure.gov.in/eprocure/app> as per the schedule as given in CRITICAL DATE SHEET. **Rs. 1,000/- (Rupees One Thousand only)** towards the processing fee is to be deposited in the form of demand draft drawn **in favour of Pay and Accounts officer (Sports), payable at New Delhi** and same should reach **Under Secretary (Coordination), Department of Sports, Ministry of Youth Affairs & Sports, as per the address stated** in the information sheet on or before bid opening date/ time as mentioned in critical date sheet. The same will be non refundable.
- (ii) The Technical Bid document should also be accompanied by the Earnest Money Deposits (EMD) of **Rs. 80,000 (Rupees eighty thousand only)** in the form of a demand draft drawn **in favour of PAO (SPORTS) payable at New Delhi** in the manner indicated in Annexure-I and the same should reach **Under Secretary (Coordination), Department of Sports, Ministry of Youth Affairs & Sports**, as per the address given in the information sheet on or before bid opening date/ time as mentioned in critical date sheet. In case the bidder does not accept the offer of MYAS/ does not submit performance bank guarantee within the stipulated period, then the EMD is liable to be forfeited without any communication with such bidder.
- (iii) Cost of tender, EMD and PBG shall be accepted as Demand Draft/Pay Order/Online payment using PFMS only and should bear the date after the date of NIT. No other mode of payment shall be accepted.
- (iv) Medium and Small Enterprises (MSEs) would remain exempt from depositing Bid Security (EMD) as per existing rule defined in MSE Procurement Policy issues by the Department of Micro, Small and Medium Enterprises (MSME).

7. The Bids shall be evaluated as per the detailed procedure for Evaluation of Bids as indicated in **Annexure-I**.

8. A Bidder shall submit only one proposal. IN CASE MORE THAN ONE PROPOSAL IS RECEIVED FROM THE BIDDER, ALL SUCH PROPOSALS SHALL BE DISQUALIFIED.

9. The Ministry reserves the right to accept or reject any bid without assigning any reason whatsoever. No applicant shall be entitled for any compensation whatsoever for rejection of his / her bid. The decision of the Ministry shall be final and no enquiry or application for review shall be entertained.

10. For any further information/clarifications in this regard, the undersigned [Mobile:8076768827/011-2338 6416 & e-mail: rk.gupta69@nic.in] may be contacted.

(Raj K. Gupta)
Under Secretary to Govt. of India

Encl.: As above

Outline of the Schemes of the Department of Sports

The Department of Sports has been implementing a number of Schemes to achieve the twin objectives of the National Sports Policy, 2001. In order to achieve better synergy/ convergence in Scheme implementation and for improving their effectiveness, the Department of re-structured/ consolidated all the Schemes implemented by the Department, into three (3) Schemes, with effect from 01.04.2016. Brief of the Schemes (after merger) along with the Sub-Schemes (which were merged to make the new Schemes) and their Budgetary allocation for the year 2019-20, is as follows:

Sports Authority of India (SAI): Sports Authority of India (SAI) was set up as a Society in New Delhi in 1982, under the Ministry of Youth Affairs and Sports (MYAS). SAI has been entrusted with twin objectives of promoting sports and achieving sporting excellence at the National and International level.

Subsequently, in order to facilitate development of SAI as a robust sports promotion body, necessary knowledge and skills in the field of sports coaching and physical education were incorporated by amalgamating the erstwhile Society for National Institutes of Physical Education & Sports (SNIPES) consisting of Netaji Subhash National Institute for Sports (NSNIS), Patiala and its Centres along with two other educational institutes, namely, Lakshmibai National College of Physical Education (LNCPE) located at Gwalior and Thiruvananthapuram, with SAI w.e.f. 1st May, 1987. The LNCPE, Gwalior was, however, delinked from SAI in September, 1995 on attaining the status of a “Deemed University”.

Today, SAI stands out as an apex body for promotion of sports and sports excellence in the country

Lakshmibai National Institute of Physical Education: The Lakshmibai National Institute of Physical Education, Gwalior was established initially as a College on 17th August in 1957 with the objective of following:

- To prepare highly qualified teachers and leaders in the field of Physical Education and Sports.
- To serve as a Centre of Excellence and Innovation in Physical Education and to undertake, promote and disseminate research in this field.
- To provide (i) professional and academic leadership to other institutes (ii) vocational guidance and placement services to the professionals (iii) community services in the field of Physical Education and Sports.
- To promote mass-participation in Physical Education and Sports.
- To encourage and produce scientific contemporary literature in the field of Physical Education and Sports.

In recognition of the services rendered by the Institute in the field of physical education and sports, deemed to be University status has been conferred upon it by the Government of India on recommendations of University Grants Commission under Section 3 of the UGC Act, 1956 in the year 1995.

The Institute is an autonomous organization under administrative control of Ministry of Youth Affairs & Sports, Government of India and it is run through the Society registered under the Madhya Pradesh Societies Registration Act, 1973.

National Dope Testing Laboratory (NDTL):The National Dope Testing Laboratory (NDTL) is an autonomous body established under the aegis of Ministry of Youth Affairs and Sports, Govt. of India. It is accredited by National Accreditation Board for Testing & Calibration Laboratories (NABL) for ISO: IEC 17025:2005 and World Anti-Doping Agency (WADA) for testing of urine & blood samples from human sports. NDTL is one of the 32 WADA accredited laboratories in the world and one among six in Asia.

NDTL has state of the art facilities for both routine and research activities. NDTL was registered in 2008 under Registration of Society Act, 1860.

Apart from Human Dope Testing, NDTL has diversified in the area of Horse Dope Testing. This nascent facility of horse dope testing came in to existence in the year 2014 and providing testing services to all the horse race clubs in India and neighbouring countries.

National Anti-Doping Agency:National Anti-Doping Agency also referred to as NADA is the national organisation responsible for promoting, coordinating, and monitoring the doping control program in sports in all its forms in India. As listed on its official web portal, NADA deals with adopting and implementing anti-doping rules and policies which conform with the World Anti-Doping agency, cooperates with other anti-doping organisations and promotes anti-doping research and education.

NADA is formed by the Union Government under the societies Registration Act. NADA includes scientists and representatives from the Indian Olympic Association (IOA).

World Anti-Doping Agency: To make contribution to World Anti-Doping Agency.

National Centre of Sports Science and Research:The scheme aims to support high level research, education and innovation with respect to high performance of elite athletes. With a view to pursuing this objective, the scheme is focused on sports science including sports sciences and sports medicine through creation of/ support to the following institutional mechanism:

- (i) National Centre of Sports Science and Research (NCSSR) to be established in the National Institute of Sports, Patiala (an existing institution of sports coaching, education, sports sciences, sports medicine and athlete training under the Sports Authority of India)
- (ii) Support to Sports Sciences Department in select Universities.
- (iii) Support to Sports Medicine Department in select Institutes/ Medical Colleges.

National Centre for Sports Coaching (NCSC):The purpose of the National Centre for Sports Coaching (NCSC) under the National Institute of Sports, Patiala is to enhance sports coaching education in the country and also to create a comprehensive coaching development framework of the country and to conduct the research in technical, tactical and skill development aspects of coaching and training of athletes.

Its aim would be

- (i) to produce competent and confident coaches for the sports sector.
- (ii) to contribute towards the development of athletes to their maximum potential and prolong their competitive sporting career.
- (iii) to meet the demand for high performance sports coaches and implementation of long term Athlete Development Plan.
- (iv) to utilize the services of coaches qualifying from NCSC in Sports Authority of India (SAI), State Governments, Sports Council, National Sports Federations (NSFs) and various sports academics and educational institutions across the country.

National Sports University: National Sports University Society aims to be a leading University in preparing world Class athletes, sports scientists, Physical educationists and using our own original creative educational system and research to realize forthcoming knowledge based society and promote local sports development.

The proposal for setting up of National Sports University in Manipur was formally announced by the Hon'ble Finance Minister in his Budget Speech (2014-15) on 10 July 2014. NITI Ayog has conveyed in- principle approval for the project. This new Central Sector Scheme would be implemented in five years. Tentative cost of the project will be more than Rs.500 crores. The training programme of the proposed Sports University would be organized under Four Schools: School of Sports Science and Sports Medicine, School of Sports Management and Technology, School of Sports Education and School of Interdisciplinary Studies. The Four Schools would have Thirteen Departments under them.

The Government of Manipur has provided the Ministry of Youth Affairs and Sports with land measuring 325.90 acres in West Imphal District of Manipur, for the proposed University on 29.12.2016. Hindustan Steelworks Construction Limited (HSCL) has been engaged as the Project Management Consultant for setting up the proposed University.

To ensure that the proposed University conforms to the best international standards and practices, Memorandums of Understanding (MOUs) with the Universities of Canberra and Victoria have been signed by the Ministry of Youth Affairs and Sports in April 2017.

Pending finalization of NSU Bill, National Sports University Society has been established under the Manipur Societies Registration Act, 1989. For academic session 2017-18, BPES and B.Sc. (Sports Coaching) courses will start from the temporary campus at KhumanLampak Sports Complex which will be the Head Quarters of the National Sports University Society.

Special Cash Awards to Winners in International sports events and their Coaches was introduced in the year 1986 to encourage and motivate outstanding sportspersons for higher achievements and to attract the younger generation to take up sports as a career. In this award, only cash ranging from Rs. 1.00 lakh to Rs. 75 lakh will be given to award winning sportspersons in various international sports events.

Rajiv Gandhi Khel Ratna Award was launched in the year 1991-92. Under this scheme, a medallion along with a cash award of Rs.7.5 lakh is given to the most spectacular and outstanding sportsperson of the year. Normally only one award is given every year.

Arjuna Award was instituted in 1961 and is given to players who have exhibited good performance consistently for the previous three years at the international level and have shown qualities of leadership, sportsmanship and a sense of discipline. The awardees are given a statuette, a scroll of honour, ceremonial dress and award money of Rs. 5.00 lakh. Normally, up to 15 awards can be given each year.

Dhyan Chand Award for Life Time Achievements in Sports and Games was instituted in the year 2002. This award is given to honour those sportspersons who have contributed to sports by their performance and continue to contribute to promotion of sports even after their retirement from active sporting career. The awardees are given a statuette, a certificate, ceremonial dress and award money of Rs. 5.00 lakh.

Dronacharya Award was instituted in 1985. This award honours eminent coaches who have assisted national athletes and teams in achieving outstanding results in international competitions. The awardees are given a statuette, certificate, ceremonial dress and a cash prize of Rs.5.00 lakh. Normally, up to 5 awards can be given each year.

Pension to Meritorious Sportspersons: This scheme was launched in the year 1994. Under this scheme, those sportspersons, who are Indian citizens and have won gold, silver and bronze medals in Olympic Games, World Cup/World Championships, Asian Games, Commonwealth Games and Paralympic games; attained the age of 30 years; and have retired from active sports career are eligible for life pension. The present rates of pension is from Rs. 3000/- to Rs. 10000/- per month.

Assistance to National Sports Federations: Under this Scheme, the Government of India provides assistance to National Sports Federations (NSFs) and other sports organizations for conducting National championships and holding of International Tournaments in India, participation in international tournaments abroad, organizing coaching camps, procuring sports equipment, and engagement of foreign coaches.

Human Resource Development in Sports: The Scheme of Human Resource Development in Sports, is a Central Sector Scheme was launched by the Department of Sports in the financial year 2013-14 after thorough revision of the "Scheme of Talent Search and Training". The main focus of the Scheme is to give emphasis on the academic and intellectual side of sports management by awarding Fellowships to deserving candidates for specialized studies at Masters' and Doctoral level in specific disciplines of sports and games where human resources are found to be inadequate.

National Sports Development Fund (NSDF): The National Sports Development Fund (NSDF) was established in 1998 under Charitable Endowment Act 1890 vide Government of India Notification dated 12 Nov 1998 with a view to mobilizing resources from non-governmental sources, including the private/corporate sector and non-resident Indians with Government providing matching grant.

The NSDF supports persons to excel in the field by providing opportunities to train under coaches of international repute with technical scientific and psychological support and also in getting exposure to international competitions. Various PSUs have been contributing to this fund to augment the Funding of Sports/Sportspersons in the Country.

The Fund is managed by a Council constituted by the Central Government with Union Minister for Youth Affairs and Sports as Chairperson. The day to day working of the Fund is managed by the Executive Committee headed by Secretary, Department of Sports.

PanditDeendayalUpadhyay National Welfare Fund for sportspersons (PDUNWFS) was set up in March, 1982 with a view to assisting outstanding sportspersons of the past, living in indigent circumstances, who had brought glory to the country in sports. Quantum of assistance from the fund is ranging from Rs. 2 lakhs to Rs. 10 lakhs on the various ground including medical treatment.

Khelo India:As a major policy initiative, the Ministry has launched Khelo India Scheme aiming at broad basing of sports and promotion of excellence in sports. Khelo India Scheme, which has 12 verticals, will give a boost to the government's efforts for overall promotion and development of sports in the country. The Union Cabinet has approved the revamped Khelo India programme at a cost of Rs. 1,756 crores for the period 2017-18 to 2019-20.

Components of the Scheme: The Khelo India Scheme would include the following components/objectives: -

- (i) Play Field Development
- (ii) Community Coaching Development
- (iii) State Level Khelo India Centres
- (iv) Annual Sports Competitions
- (v) Talent Search and Development
- (vi) Utilisation and Creation/ Upgradation of Sports Infrastructure
- (vii) Support to National/Regional/State Sports Academies
- (viii) Physical Fitness of School going Children
- (ix) Sports for Women
- (x) Promotion of Sports among persons with disabilities
- (xi) Sports for Peace and Development
- (xii) Promotion of rural and indigenous/tribal games

CWG 2010-SAI Stadia Renovation:Organizing Committee, Commonwealth Games 2010 (OC CWG 2010) which primarily came into existence for the purpose of organization and conduct of the CWG 2010 was dissolved on 07.08.2017 and thereafter all the assets and liabilities were transferred to the Ministry of Youth Affairs and Sports. A separate CWG Cell has been established under the Ministry of Youth Affairs and Sports to oversee the residual work related to CWG 2010 especially pending 43 Arbitration/ Court Cases.

Enhancement of Sports Facility in J&K: This Scheme is an important tool for promotion of peace and development. Sports infrastructure and Sports facilities in Jammu and Kashmir are being developed for giving opportunity to the youth of the state for engaging in Sports activities.

Himalayan Region Sports Festival Scheme: The scheme is to promoting unique sports traditions in Himalayan Region, which includes Nepal, Bhutan and Indian States such as

J&K, Himachal Pradesh, Uttarakhand, Sikkim and North Eastern States. The sports competitions will promote indigenous games.

Seminar, Committee, etc.: The provision under this head is for arranging seminars, meetings etc. of the Ministry.

Budget allocation for FY 2019-20:

S.No.	Name of Scheme	Rs in crore.
A.	Development in Sports Institutions	
	Sub-Schemes	
1.	Sports Authority of India	450.00
2.	Lakshmbai National Institute of Physical Education	50.00
3.	National Dope Test Laboratory	7.50
4.	National Anti-Doping Agency	8.50
5.	World Anti-Doping Agency	1.00
6.	National Centre of Sports Science and Research	25.00
7.	National Centre for Sports Coaching	5.00
8.	Sports University in North East	40.00
	Total (A)	587.00
B.	Encouragement and Awards to Sportspersons	
	Sub-Schemes	
1.	Special Cash Award including Rajiv Gandhi Khel Ratna Award	50.00
2.	Arjuna Award	1.30
3.	Dhyanchand Award	0.30
4.	Dronacharya Award	0.40
5.	Pension to Meritorious Sports Persons	37.00
6.	Assistance to National Sports Federation	245.00
7.	Human Resource Development in Sports	5.00
8.	National Sports Development Fund	70.00
9.	National Sports Welfare Fund	2.00
	Total (B)	411.00
C.	Khelo India: National Programme for Development of Sports	
	Sub-Schemes	
1.	Khelo India	500.00
2.	CWG 2010-SAI Stadia Renovation	70.00
3.	Enhancement of Sports Facility at J&K	30.00
4.	Himalayan Region Sports Festival Scheme	1.00
5.	Seminar, Committee etc.	1.00
	Total (B)	602.00
	Total (A+B+C)	1600.00

2. The details of the Schemes can be seen from the **Annual Report** and other Documents uploaded on the website of the Ministry (<https://yas.nic.in/sports>).

Terms of Reference (ToR) for Evaluation Study

A. Objective of the Evaluation Study

Independent External Evaluation of the Schemes at regular intervals is essential for an objective assessment of the success of the Schemes. As per para 11 of Department of Expenditure (DoE)'s OM No. 24(35)/PFC-II/2012 dated 5.8.2016, every scheme should have a sunset date and an outcome review. In the past, every scheme was revisited at the end of each plan period. **After the Twelfth Five Year Plan, the medium term framework for schemes and their sunset dates will become coterminous with the Finance Commission Cycles**, the first such one being the remaining Fourteenth Finance Commission (FFC) period ending March, 2020. At this stage, it is considered necessary to make an objective and comprehensive evaluation of all the ongoing schemes to ascertain whether the Schemes are achieving the objectives for which these were introduced, whether the Schemes need to be continued and if so, whether these should be continued in current form or with some modifications? The current exercise is being taken with these objectives.

B. Scope and Methodology of the Evaluation Study:

The Scope of the Work and the Methodology that should be adopted are indicated in paragraphs below for schemes and its components/sub-schemes:

- (i) **Scope of the Study:** The Study should cover the following:
- a) The objectives for introducing the Schemes and whether the current programmes/ activities are in tune with these objectives? If not, what changes need to be made?
 - b) The current administrative framework for implementation of Schemes and whether it is appropriate considering the objectives and programmes of the Schemes? If not, what changes need to be made?
 - c) Whether the objectives themselves need to undergo change in the light of changing environment and aspirations of the youth over the years? If so, what are the suggestions?
 - d) Whether the Schemes is in a situation where is has completely achieved the objectives for which it was introduced and should, therefore, be discontinued/ closed?

The evaluation of schemes should be done as per the format given at Annexure – III.

(ii) **Methodology for the Study:**

In addition to study of data/ information from secondary sources, **like files, records, etc.** the Study must involve primary data collection and analysis. **Such data collection would** involve interaction with all concerned stake-holders, including officials at all levels, **as well beneficiary individuals and organizations.** The sample for primary data collection should be large enough and representative.

C. The Components relating to Scheme of Development of Sports Institutions are not required to be reviewed for their continuation as the existing institutions are autonomous bodies and those that are going to be set up will also be autonomous bodies. However, Schemes being implemented by these bodies need to be evaluated. Besides for new Schemes, the evaluation may not have matured as they have been taken up recently. Only proper justification needs to be furnished. Of the Schemes mentioned above, except the Khelo India Scheme (which is being implemented w.e.f. 2016-17) and the Schemes for awards to/welfare of sportsperson (which have been in operation since 1986, have tremendous impact on the beneficiaries/sportspersons and are essential to incentivize and for recognition of sports persons and encourage people to take up sports), need to be evaluated.

D. Other Terms and Conditions:

(i) Procedure for Evaluation of Bids:

The Tender/ Bid Evaluation Committee shall scrutinize the bid documents to see if the basic conditions like EMD etc. are met and all documents are submitted in the manner prescribed in 'Notice inviting Bids'. The Bids that meet the basic conditions of the tender, shall be considered as eligible for further evaluation. Thereafter, the technical bids of the eligible bidders shall be opened and the technical evaluation shall be undertaken, for which the eligible bidders shall have to make a Presentation. Based on the scores awarded during the technical evaluation, the bidders meeting the minimum benchmark (minimum 60% score in technical evaluation), shall be shortlisted as technically eligible bidders and thereafter, financial bids shall be opened only in case of technically eligible bidders and evaluated. The scores awarded during evaluation of Technical Bids and Financial Bids shall carry a weightage of 50% each. The final decision on the winning bid shall be on the basis to total composite score from technical and financial evaluation.

(ii) Scoring SchemeforTechnical Bids: The parameters to be considered in technical evaluation and their relative weightage shall be as follows:

S. No.	Parameters	Percentage
1	Past Experience of the firm	50
	a. Number of Years' of Experience	15
	b. Past Experience of Studies of similar nature in India (based on number of projects undertaken, both ongoing and completed, with proposed and actual time of completion)	35
2	Key Personnel proposed to be deployed for Study	40
	a. Qualifications	12
	b. Relevant Experience	28
3	Financial Strength of the Consultant	10
	a. Turnover for last three years	5
	b. Net Profit for last three years	5
	Total (1+2+3)	100

Note: Bidders will have to furnish documentary evidence in support of their claims for the above parameters.

As stated earlier, the Technical Bids shall carry 50% weightage (remaining 50% being for financial bids) and in order to technically eligible, a bidder will have to score minimum 60% score during technical evaluation.

(iii) Scoring Scheme for Financial Bids: The Grand Total amount of Financial Bid shall form the basis of evaluation. Financial Bids shall carry 50% weightage, as stated earlier. The score on Financial Bids shall be awarded in the following manner:

L1 = 50 marks

L2 = $(50 \times L1) / L2$ and similarly L3, L4... (depending upon number of bids)

(iv) Composite Score: The score obtained during technical evaluation (out of total 50 marks) and in financial evaluation (out of total 50 marks) shall be added and the total composite score shall be worked out. The bidder securing highest total (composite) score shall be awarded the work.

(v) Evaluation Study Report:

The Evaluation Report should contain an Executive Summary. The Report is expected in two stages, viz. (i) Draft Report and (ii) Final Report. The Draft Report shall be followed by a Presentation before the Ministry officials, and thereafter, the Report shall be finalized after taking into account the suggestions/ feedback from the Ministry officials. The Final Report shall be submitted in soft copy (in pen drive) as well as 20 neatly-bound colored Hard Copies.

(vi) Terms of Payment:

(a) The payment of fees to the bidder will be made as under:

- 30% of the total fees shall be paid as initial advance, against Bank Guarantee for an equivalent amount, on awarding of the work and signing of the agreement and after receipt of the Performance Bond.
- 50% of the total fees shall be paid on receipt and acceptance of Draft Report.
- Balance 20% of the fees shall be paid on the submission of the Final Report and acceptance of the same.

(b) Tax deduction at source: The Ministry shall be entitled to make all deductions towards taxes from the payments to be made to the Bidder as may be mandatory as per the relevant Acts and Rules. However, the Bidder shall be given a statement in respect of such deductions.

(vii) Performance Bond:

A Performance Bond of the 10% of the total contract value, in the shape of Bank Guarantee from a Nationalised Bank, shall be required to be submitted by the successful bidder within 7 days from the date of Award of the Contract. The validity of the Performance Bond shall be for a period of 12 months. The Performance Bond can be encashed from the bank in the event of non-completion of the contract or in case of unsatisfactory performance.

(viii) AGREEMENT:

The successful bidder will have to sign an Agreement with the Ministry of Youth Affairs & Sports which will include all conditions pertaining to the Study.

(ix) General Terms and Conditions:

- a) The Fees of the bidder cannot be claimed as a matter of right. The release of the same will depend on the satisfactory completion of the Study and at the sole discretion of the Ministry of Youth Affairs & Sports.
- b) If the Ministry is not satisfied with the progress of the study or considers that, the terms and conditions etc. are being violated, it reserves the right to terminate the Agreement with immediate effect and also take such other actions, as it deems fit, with prior notice and the Organisation shall be liable to refund the amount already released with penal interest @12% per annum. The Organisation may also be black-listed and debarred from undertaking any project from the Department of Youth Affairs for the next three years.
- c) In the event of a Court case, the organization shall not be entitled to any payment of cost till the matter is pending in the Court of Law. The Ministry shall not be responsible for any legal/ intellectual/ contractual disputes between the organization and a third party.
- d) For all disputes involving Ministry with regard to this work, the jurisdiction of the Courts will be Delhi.
- e) Ministry may call upon the organisation to supply any information or produce any document or book which, in its opinion, is necessary to justify proper study. It may also request the organization specifically appointed for the purpose, to hold any enquiry into specific matter/ matters and submit the report to the Ministry.
- f) The organization shall make suitable arrangements for the preservation of the data, such as filled in schedule tabulation or working sheets, manuscript reports etc. relating to the project in digital format, and make it available to Ministry when required. The data can be destroyed only with approval of the Ministry.
- g) In case the selected Institute/Organization declines to take up the assignment after a notice of award has been issued, it would be barred from applying for any study, evaluation or assistance of any kind by Ministry of Youth Affairs & Sports, Government of India, for a period of 3 years from the date of award.
- h) Depending on the merits of the case, the Ministry shall have the authority to impose such additional conditions, as it may deem expedient, explaining the reasons for doing so.
- i) Bidders are requested to submit their bids strictly in accordance with the Terms of Reference/ Terms and Conditions and not to stipulate any pre-conditions.

- j) The Ministry shall have copyright over the Evaluation Study Report and the selected vender shall not share or publish the Report or any part thereof without the consent of this Ministry.

We accept the terms of reference/ terms and conditions specified in **Annexure-I**, as above.

Date:

Place:

Authorized signatory

Name:-----

Designation: -----

Name of Organisation (with seal):

Proforma for Submission of Technical Bids

A. Organisational Profile

- 1 Name of the Organization :
- 2 Name and Designation of the Contact person :
- 3 Postal Address of the Organization (with PIN CODE) :
- 5 Telephone No. with STD Code :
- 6 Fax No. with STD Code :
- 7 Mobile No. of Contact Person :
- 8 E-mail Address of Contact Person :
- 9 Name and designation of Head of the Organization who will be responsible for the Assigned Work :

10 Establishment Details

- a Year in which Established :
- c Registration No. and Date (Please attach self-attested copy of the Registration Certificate) :
- d Whether receiving foreign funds. If so, the FCRA no. :
- e No. of full-time employees : Professional :
Support Staff :
- f No. of part-time employees : Professional :
Support Staff :

- 11 **Experience in conducting similar evaluation studies** on social sector schemes/ programmes during the past 3 (three) years (2016-17, 2017-18, 2018-19) that are relevant for demonstrating its expertise in the area of proposed study:
(Extra-sheet may be used if activities are more than 5 in number)

S. No	Title of the Study	Name and Address of Client	Duration (From-To)	Total Fees (Rs. in lakh)	Geographical Areas covered by Study	Whether the Study involved Primary Data Collection/ Research?
1	2	3	4	5	6	7

12. **Turnover/ Profits of the Organisation during last 3 years:**

(Rs. in lakhs)

Year	Turnover	Profits
2016-17		
2017-18		
2018-19		

B. Proposed Methodology for conducting the Study:

The minimum requirement/ benchmark of the Ministry in this regard is indicated in Annexure-I. Keeping that in mind, the bidder may briefly indicate as to how they propose to go about conducting the Study.

C. Human Resources proposed to be deployed for the Study:

(i) **Key Professionals:***

S. No.	Name	Area of key expertise	Highest Academic/ professional Qualifications in the Area of key expertise	Length of experience (years) in the area of key expertise	Position in the organization	No. of man Months Proposed to be utilized

						for this Work
1	2	3	4	5	6	7

*Note-1 : Please attach one-page CV of each key professional.

Note-2 : Care may be taken to demonstrate that each area of expertise required for the assignment is covered by different key professionals in above table.

Note-3 : Name of the proposed Team Leader may be indicated.

(ii) Supporting Staff:

No.	Job profile	Area of work	Average Qualifications	No. of Personnel	No. of man Months Proposed to be utilized for this Work
1	2	3	4	5	6

D. ANY OTHER DETAIL WHICH IS RELEVANT TO THE BID.

Date.....

Place.....

Signature (Team Leader).....

Name.....

Designation.....

Seal of the Organisation

CERTIFICATE

It is certified that:

1. The professionals, staffs, equipment and all requisite infrastructural facilities mentioned in the bids are already available/ shall be made available (*please delete whichever is not applicable*) for the assigned work. I agree to physical verification of my Agency (professionals, staffs, office premises, equipments etc.) by the Ministry of Youth Affairs & Sports at any point of time of the contract period.
2. I am competent to sign this Certificate.
3. The information given above is TRUE to the best of my knowledge. In case any information given above is found to be false or misleading, the Agency shall be liable for any action against it, including refund of the amount already received with penal interest @ 12% p.a. and forfeiture of any payment due.

Date:
Place:

Authorized Signatory
Name -----
Seal of Organization Designation

Proforma for submission of Financial Bids

Name of Bidder Agency/ Organization with Address-----

S. No.	Head	Total Fees** (Rs)
1	Fee of Key Professionals	
2	Fee of the support staff	
3	Contingent expenses*	
4	Total (1+2+3)	
5	Institutional Overheads, if any.	
6	Service Tax/ Other taxes, if any, to be charged	
7	Total (5+6)	
8	Grand Total (4+7)	
In words -----		
*Contingent expenses: Includes expenses for making the required number of reports.		

Date:

Authorized signatory

Place:

Name:-----

Designation: -----

Seal of the organization

****Notes:**

1. Taxes and Duties: The applicable rate of taxes and duties shall be clearly mentioned in the Financial Bid. In case nothing is mentioned, it shall be presumed that the rates quoted are inclusive of all taxes and duties.
2. The fees quoted by the bidders shall be inclusive of all expenses and no request for escalation or revision would be entertained under any circumstances.
3. For evaluation purpose, only Grand Total as per S.No. (8) above shall be considered.