

OFFICE OF THE  
MEGHALAYA URBAN DEVELOPMENT AGENCY  
SHILLONG

No.MUDA.27/2014/61,

Dated Shillong, the 12<sup>th</sup> March 2018.


SELECTION OF CONSULTANT SERVICES

Meghalaya Urban Development Agency as the State Nodal Agency for implementation of the Deendayal Antyodaya Yojana – National Urban Livelihoods Mission (DAY-NULM) invites interested Agency/NGOs/Firms for Expression of Interest for engagement of Consultant Services for systematic survey for identification of urban homeless at the Municipal Boards in Shillong, Jowai, Tura, Williamnagar, Baghmara and Resubelpara for a limited period. The details /RFP/TOR will be made available on request by email during office hours.

Empanelled consultancy having similar work experience can submit the EOI to the address below.

Last date of submission of EOI is 22/03/2018 till 4:00p.m.

Meghalaya Urban Development Agency  
Raitong Building Secretariat Hill, Shillong 793001,  
Meghalaya, Phone No. 0364 2225297  
Email: [mudashillong@yahoo.com](mailto:mudashillong@yahoo.com).


  
Director, Meghalaya Urban  
Development Agency,  
Shillong.

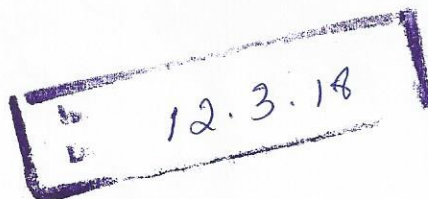
Dated Shillong, the 12<sup>th</sup> March 2018.

Memo.No.MUDA.27/2014/61-A,  
Copy to:-

1. The Director, Information and Public Relation with a request to publish the above notice in one issue of English local daily and submit the bill in triplicate copies for necessary payment.
2. The Director, Urban Affairs, Meghalaya, Shillong for information
3. Office Notice Board.



  
Director, Meghalaya Urban  
Development Agency,  
Shillong.





*Request for Proposal (RFP)*

*For*

Engagement of Agency/Firm

*For*

Conducting Systematic Survey of  
Urban Homeless population  
In 6 (six) Urban Local Bodies,  
Meghalaya

### 1. Introduction:

The Meghalaya Urban Development Agency is the State Nodal Agency under the Urban Affairs Department of the State of Meghalaya for implementation of the centrally sponsored Poverty Alleviation Program of Deendayal Antyodaya Yojana-National Urban Livelihood Mission (DAY-NULM) sponsored by the Ministry of Housing and Urban Poverty Alleviation, Government, of India and the State Government.

### 2. Definition of Homeless persons:

Persons who do not have a house, either self-owned or rented, but instead live and sleep on pavement, at parks, railway stations, bus stations and places of worship, outside shops and factories, at construct sites, under bridges in hume pipes, or dividers, road junction and all other similar places under the open sky or places unfit for human habitation. This also includes people who live in temporary structure without walls, under plastic sheets or thatched roofs on pavement, park or other common places.

### 3. Guiding principles/guidelines:

Deendayal Antyodaya Yojana-National Urban Livelihood Mission (DAY-NULM) aims at providing permanent shelter equip with all essential services to the urban homeless in a phased manner under the Scheme of Shelter for Urban Homeless (SUH). The National Urban Housing & Habitat Policy (NUHHP), 2007 aims at promoting sustainable development of habitat in the country with a view to ensure equitable supply of land, shelter and services at affordable prices to all sections of the society. However, the most vulnerable of these are the urban homeless.

The urban homeless persons contribute to the economy of the cities and thus the Nations as cheap labour in the informal sector, yet they live with no shelter or Social Security Protection. The urban homeless survive with many challenges like no access to elementary public services such as health, education, food, water and sanitation.

### 4. Project area:

The present assignment covers 6 ULBs spread across six districts of Meghalaya Viz., Shillong, Jowai, Tura, Williamnagar, Baghmara and Resubelpara including Shillong Urban Agglomeration.

Each selected Agency/Firm/NGO will be allotted to each districts for conducting survey of homeless persons based on their eligibility and capacity.

### 5. Scope of work:

Meghalaya Urban Development Agency as per the guidelines issued by Deendayal Antyodaya Yojana-National Urban Livelihood Mission (DAY-NULM) under Ministry of Housing and Urban Poverty Alleviation, Government of India is implementing Shelter for Urban Homeless component by providing Shelter with all essential services to the Urban Homeless in 6 ULBs in Meghalaya.

To assess the actual number of homeless, shelters required for homeless in each Urban Local Bodies and for rehabilitation of homeless, it is proposed to conduct systematic survey of homeless in 6 ULBs in Meghalaya.

6. Objective of the survey:

Survey would ensure four objectives, to

- (i) Provide planners a detailed mapping of concentration areas of homeless population in each city/town
- (ii) Establish the demographic profile of homeless population in city/town
- (iii) Identify official resources such as land and vacant buildings that can be deployed to provide the required infrastructure for Shelters in appropriate location in each city/town and
- (iv) Establish the location and types of shelters needed in each city/town by gauging the specific needs of the beneficiaries.

7. The Agency shall responsible for :

Task 1 – Proper plan for the survey.

Task 2 – Develops necessary mobile application software web based dashboard and make available required number of tablets/smart phones and other accessories.

Task 3 – Provide required manpower constitute survey teams

Task 4 – Field survey with GPS enabled tabs/smart phones through mobile application: Mapping and Need Assessment.

Task 5 – Resource Mapping

Task 6 – Reporting and sharing

Task 7 – Other Ancillary works of the Agency.

8. General criteria for the Agency/NGO/Firm:

- a. Should be registered Firm/Society under the Companies Act or Registration of Societies Act at least five years from the date of issue of RFP.
- b. Should have experience in Government sector like Municipal Corporation, Government Office and Public sector Department have given preference and should have adequate technical manpower to survey Urban Homeless population.
- c. Should have at least 3 years of experiences in urban issues, municipal functionary, Management of Homeless Shelters for Urban homeless.

9. Bid Evaluation Methodology

The technical proposal shall be evaluated in two phases:-

- a. In the first phase the Technical proposals shall be evaluated on the basis of minimum eligibility criteria as mentioned above.
- b. In the second phase the shortlisted Agency/Firms will be invited for presentation in MUDA.

10. Opening of financial proposal:

The financial proposals of the top five bidders (after technical evaluation) shall be opened.

11. Signing of agreement :

The selected firms will have to sign a contract Agreement on non-judicial stamp paper of adequate denomination with MUDA.

12. Default of service:

Deviation and/or refusal and/or non-performance towards in any of the obligations described in the scope of services, MUDA would reserve the right to forfeit the selected firm and would also have the right to terminate the agreement with the selected firm.

13. Right to reject any or all proposals.

Notwithstanding anything contained in this invitation document, MUDA reserves the right to accept or reject any proposal and to annul this selection process and reject all proposals, at any time without any liability or any obligation for such acceptance rejection or annulment, and without assigning any reasons thereof.

Meghalaya Urban Development Agency also, reserves the right to respect any proposal if:

- a. At any time, a material misrepresentation is made or uncovered, or
- b. The firm does not submit sufficient information as being asked for.

14. Penalty:

MUDA shall deduct 1% of the work order value at each stage for delay of submission of reports beyond three weeks.