



# SEWA-THDC

THDC Campus, Bye Pass Road, Pragatipuram, Rishikesh-249201

(A Society Registered under the Societies Registration Act, 1860.)

Phone No. 0135-2439415, 0135-2473585

Email: sewa\_rksh@yahoo.co.in

No. SEWA-THDC/RKSH/2013-14/208

Date: October 22, 2013

To,  
Dr. A. Malathi,  
Assistant Professor,  
Department of Social Work,  
University of Delhi  
3, University Road, Delhi-110007

## WORK ORDER

*Name of Work: Base Line Survey and Impact Assessment of 24 villages of Block Bhilangana, Distt- Tehri*

*[Ashena, Devri (Molano), Ptagali, Pilkhi, Bor, Sendul, Chakuri Shera (Ganagar), Gaujiyana, Silyara, Magro, Koti, Inderola, Banchuri, Nail, Thapla, Bansla, Dwari, Bahera, Raunsal, Falaneda, Jakhanyali, Thayeli, Pipala, Chamiyala]*

*Name of Implementing Agency: Dr. A. Malathi, Assistant Professor, Department of Social Work, University of Delhi, Delhi-110007*

*SEWA-THDC is pleased to award the work of Base Line Survey and Impact Assessment for 24 villages of Block Bhilangana, District Tehri (UK) complete in all respects.*

*The Project Officer of the work shall be Sh. Amardeep Sr. Manager CSR New Tehri*

*The scopes of work, Bill of Quantities & Rates and Terms & Conditions of the work order are as under:*

### **1. SCOPE OF WORK:**

- The scope of the work is to prepare a report on village development plan for implementation of 24 villages of Block Bhilangana, Tehri Garhwal including all sector planning, SWOT analysis, long term and short term goal, priorities of activities for quick result, Govt. schemes and their linkage in implementation, organizational need with forward and backward linkage, schemes for sustainable development, new system and technology, define goals for need assessment & yardsticks, time line for achieving goals, key persons their address & phone, seasonal calendar with activities and impact assessment of the project.*
- 50% household of each cast shall be covered in this project survey.*

2. SCHEDULE OF BILL OF QUANTITIES AND RATES: .

S. No.	Budget Head	Activity	Charges in ₹
1	Honorarium	Project Director @ ₹20,000 X 2 months	40,000
		Research coordinator @ 10,000 in the field per phase X 2	20,000
		Research coordinator Desk Review (consolidated for 2 months)	20,000
		Specialist input Livelihoods @ ₹15,000	15,000
		Specialist input climate change @ ₹15,000	15,000
		Field investigators @ ₹500/- per day X 120 work days (2½ days per village team of two for 24 villages)	60,000
		<b>Total</b>	<b>1,70,000</b>
2	Travel Expenses	Project Director @ ₹10,000 X 3 Trips	30,000
		Research coordinator @ ₹10,000 X 2 Trips	20,000
		Specialist input ₹10,000 X 1	10,000
		Phase-I Field investigators (15) Travel Delhi to Project area and Back @ ₹1,500/- per person X 15	22,500
		Phase-II Field investigators (15) Travel from Delhi to Project site and back @ ₹1,500/- per person X 15	22,500
		Local Travel	40,000
		<b>Total</b>	<b>1,45,000</b>
3	Three days training / orientation workshop honorarium for resource persons local travel for resource persons rental place travel for participates	Equipment hire- LCD etc	4,500
		Incidentals lunch/snacks and tea for 20 persons	3,000
			9,000
			3,000
			3,000
			3,000
			12,000
<b>Total</b>	<b>52,500</b>		
4	Board and Lodging of filed investigators	@ ₹600/- per work day X 120	72,000
5	Report compilation:	₹30,000/-	60,000
	Photographic documentation:	₹30,000/-	40,000
	Acquiring basic instrumentation for measuring water, soil and climatic conditions etc	Mini weather kit, soil moisture and ph meters and water testing equipment	30,000
6	Stationery, printing and copying:	₹30,000/- for the duration of the project	10,000
7	Miscellaneous expenses	₹10,000/- for the duration of the project	2,12,000
<b>Total</b>			<b>1,15,900</b>
20% institutional charges			<b>6,95,400</b>
<b>Grand Total</b>			

(₹ Six Lac Ninety Five Thousand Five Hundred Only)

### 3. OUTCOME:

- A detailed report on village development plan for implementation.
- A detailed sector planning linkage with Government Scheme having all long and short term goals.
- A detailed socio economic survey report with tabulation and analysis.
- A detailed GIS map indicating all clusters of village, important infrastructure, Natural Resource of village etc.
- Identifying potential gram/local institution for undertaking community. Identify the natural disaster risk and potential for communize assisted disaster risk reduction mechanize.
- A detailed video and photograph for initial status/ pre-status of study.
- Details of NGOs working within village and nearby area along with list of NGO's listed in Samaj Kalyan Vibhag/CDO/BDO office.
- Exploring possibilities of dovetailing with ongoing government and non-government development activities.
- Reports and documents of project shall be provided in three hard copies and one soft copy.

### 4. TIME SCHEDULE:

- The time limit for submission of report shall be 60days from the date of award of the work.

### 5. FINANCIAL ARRANGEMENT:

- The estimate cost of the above work will be ₹ 6,95,400/- only with the payment schedule as below.

I <sup>st</sup> installment	-	50% of the work in advance.
II <sup>nd</sup> installment	-	40% of Project cost. (With the submission of draft report)
Final Payment	-	10% of Project cost after acceptance of all reports.

- II<sup>nd</sup> and Final installment Payment shall be released to executing agency with recommendation of Project officer.
- Work shall be completed within estimated cost; no extra payment shall be admissible for this work.
- Utilization Certificate (U/C) shall be submitted at the time of final payment

### 6. INTELLECTUAL PROPERTY RIGHT:

- Delhi University, Delhi acknowledges the right of the SEWA-THDC on the data generated.
- Data acquired during the above work shall neither be made available by Delhi University, Delhi to any other organization nor be published without prior permission of SEWA-THDC.

### 7. AMENDMENT OF THE WORK:

All alteration or amendments to this work shall be valid only if done in writing and signed by the representative of Delhi University, Delhi and the Secretary (SEWA-THDC).

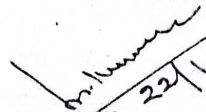


SEWA-THDC reserves the rights to cancel the award/ project at any stage of execution, if not satisfied with the performance progress of the implementing agency by giving 07 days prior notice for the same. No extra payment shall be admissible for the short closer of the agreement/ project beyond executed quantities.

#### 8. FORCE MAJEURE:

During the contract period, if the performance in whole or part by either party or any obligation there under, is prevented/ delayed by cause arising out of War, Hostility, Civil commotion, Act of public enmity, Sabotage, Fire, Flood, Explosions, Epidemics, Strike, Lock-outs, Embargo acts of Civil Military authorities then neither of the two parties will be made liable for loss or damage due to delay or failure to perform the contract during the period notified in writing.

Kindly send one copy of the Work Order signed on each page as a taken of your acceptance of the above work by return mail and heard copy within 7 days of receipt of the letter.

  
22/10/13  
Mahesh Kumar  
Secretary (SEWA-THDC)

CC:

1. Principal/ Head, University <sup>of</sup> Delhi, Delhi
2. CGM (Technical), THDCIL, Rishikesh.
3. GM (S&E)/ President (SEWA-THDC), THDCIL, Rishikesh.
4. Vice President (SEWA-THDC), THDCIL, Rishikesh.
5. Sr. Mgr (Social), THDCIL, Tehri.
6. Sh. R. Giri Sr. Mgr (Social), THDCIL, Rishikesh.
7. Project Officer (SEWA-THDC), THDCIL, Rishikesh.