

Uttarakhand Women & Child Development Society
Helpline Management, Implementation & Technology partnership for establishment of 181 Helpline for
Women in distress & One Stop Centre for Women in Crisis

Minutes of Pre- Proposal Meeting

Date- 26th Sept. 2015

Venue- Directorate of Women Empowerment & Child Development, Near Nanda ki Chowki, Suddhowala, Dehradun

Chairmanship- Director/ Vice- Chairperson, Department of Women Empowerment & Child Development, Govt. of Uttarakhand.

The meeting for the Pre- Proposal Meeting of the RFP published for establishing National Women Helpline 181 & One Stop Centre (OSC) & implemented under Uttarakhand Women & Child Development Society was held on dated 26th Sept. 2015 at Directorate of Women Empowerment & Child Development, Near Nanda ki Chowki, Suddhowala, Dehradun, in which the following committee members were present-

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| 1. Finance Controller, DWECD, Dehradun | - Member |
| 2. State Project Officer, UWCDS, Dehradun | - Member |
| 3. Chartered Accountant, UWCDS, Dehradun | - Member |

A total of 08 Agencies participated in the above Pre- Proposal meeting (Attendance sheet attached). The following points were discussed between the Agencies and the Committee Members in the Pre- Proposal meeting-


1. The Representative from Action Aid discussed that the construction cost has been given for the implementation of the One Stop Centre (OSC), so the agencies have also to include this in the Financial Proposal too. He also asked that the Financial Proposal Format has only enlisted the Helpline details, so where the details of the One Stop Centre (OSC) can be incorporated?

At this, the Pre- Bid Committee informed that the construction cost has been given in the Govt. of India's guidelines which are just for reference. However, as already described in the RFP document that both the above schemes will be established in the government premises, wherein the Women Helpline 181 will be established at the Directorate WECD office and the One Stop Centre in CCR with Mission Poorna Shakti (PSK) office at Haridwar district. The Pre-Bid Committee Members also shared that the budget for both Women Helpline 181 and One Stop Centre (OSC) have to be incorporated in the Financial Proposal Format however, it can be specified as per the schemes by the agency itself.

2. The Representative from Aman Kachroo Trust said that the quality in both the Human Resource and the Management is an important aspect of the scheme. At this, the Representative from Rural Area Development Society asked that what would be the appropriate staffing pattern for the above mentioned schemes. The committee members gave their decision that the Recruitment of the staff should be ideal which is already enlisted in the Govt. of India's guidelines as 24 hours service.

3. The Representative from Samarpan Society, said that the above schemes have to be implemented in an integrated manner, so what systems are to be developed for its implementation? At this, the committee shared that for ensuring the proper implementation of the schemes and how the women will be approaching the Centres is already mentioned in the guidelines of Govt. of India like the women will be approaching either by phone, sms or email. The State Project Officer also illustrated that this helpline will also be connected with the other Helplines running in the state like Nirbhaya, 1090, PSK,108, etc.
4. The Representative from Karsan Technologies Pvt. Ltd. asked for the extension of the submission dates and the other agencies also gave their approval on this. However, the Committee will be deciding it, and will be intimated by email, phone & any other means. But till now, the submission have to be done till 4 pm on 30th Sept. 2015.
5. The Representative from KDS Services Pvt. Ltd. said that their agency is registered under NSDC (National Skill Development Corporation), so can their EMD be exempted for applying to this proposal. In this regard, the Pre- Bid Committee decided that the EMD can't be exempted as per the Uttarakhand Procurement Rules.
6. The Representative from Karsan Technologies Pvt. Ltd. asked that whether the Electricity bill be borne by the Department? At this, the Committee Members told that since, this is an operational cost so, the bill will be borne by the Agency itself and the sub- meter would be installed for it.
7. The Representative from Action Aid, queried that whether the CVs of the key persons needs to be submitted? At this, the Committee Members told that the CVs has to be submitted as this is also one of the marking criteria under Technical proposal.
8. The Representative from Karsan Technologies Pvt. Ltd. gave the proposal for increasing the turnover of the agency, but the other representatives did not give their approval on it. However, the Committee Members refused the proposal of Karsan Technologies Pvt. Ltd. and told that the turnover of Rs. 30 lakhs has been kept so as to provide opportunity to every firm.
9. Apart from this, all the participating firms have requested for extending the date of submission of proposal.

The meeting was wrapped up with a Thanking note.


(Jyoti Neeraj Khairwal)
Vice- Chairperson/ Director

Ref. No: 381 / 2721/ UWCDS/ 2015-16

Date: 29 September, 2015

Ce- For kind information & necessary action-

1. Finance Controller, Department of Women Empowerment & Child Development, Uttarakhand.
2. State Project Officer, UWCDS, Dehradun.


Vice- Chairperson/ Director