

# Indian Institute of Public Health Gandhinagar (IIPHG)

Invites offers from eligible agencies for  
the implementation of research project  
(REFLECT) at Narol, Ahmedabad, Gujarat

Indian Institute of Public Health Gandhinagar (IIPHG)

Opp. Air Force Head Quarters, Nr. Lekawada Bus Stop, Gandhinagar – Chiloda Road, CRPF  
PO., Gandhinagar - 382042

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## 1) Introduction

### About IIPHG

Indian Institute of Public Health Gandhinagar (IIPHG) is a joint initiative of the Public Health Foundation of India (PHFI) & the Government of Gujarat (GoG) established in 2008. IIPHG is recognized as the first public health university in the country to enact the IIPH Act 2015 by the Government of Gujarat. IIPHG aims to strengthen the country's overall health system through education, training, research, and advocacy/policy initiatives. IIPHG offers full-time post-graduation courses like Master in Public Health (MPH), Master in Hospital Administration (MHA), Post Graduate Diploma in Public Health Management (PGDPHM) And Associate Fellow in Industrial Health (AFIH). Besides academic courses, IIPHG & its faculties are actively engaged in various health systems research and advocacy activities supported by national and international agencies. The institute has worked on maternal health, child health, infectious and non-communicable diseases, environmental and occupational health, climate change, health policy and health systems, and public health nutrition. IIPHG is a hub for excellence in Public Health Teaching, Public Health Innovation, Research and Practice.

### About Project

REFLECT is a global multi-center study for evaluating the effects of cool roofs on health, environmental and economic conditions through Cluster Randomized controlled trial (cRCT). This study is sponsored by the University of Auckland and funded by the Wellcome Trust, a UK-based charitable organization. Four LMIC sites with poor housing conditions and high solar radiation/external temperature have been selected - Hermosillo, Mexico; Ouagadougou, Burkina Faso; Ahmedabad, India, Niue, Oceania to understand the impact of cool roofs on these diverse communities' health and economic well-being. The long-term research goal is to identify viable passive housing adaptation technologies that are culturally acceptable with proven health and environmental benefits to reduce the burden of heat stress in LMIC communities affected by heat.

#### Project Objectives:

- Establish community perceptions regarding heat, climate change, and cool roof technology and identify cultural acceptability preferences towards LAM-based cool roof approaches, processes, and designs for home occupants.
- Quantify the effects of LAM-based cool roof coatings on indoor temperature, energy use, and carbon emissions.
- Quantify the effects of cool roof coatings on human health and well-being.
- Estimate the incremental cost-effectiveness of cool roof coatings compared to standard roofing.

**2) Key Dates:**

S. No.	Particulars	Remarks
1.	Date of issue on the inquiry	08.07.2024
2.	Pre-bid Meeting (Online)	11.07.2024 (11:00 AM Online)
4.	Last Date of Submission of your offer	16.07.2024 by 3:00 PM
5.	Office Address	The Registrar, Indian Institute of Public Health Gandhinagar, Opp. Air-Force Head Quarters, Nr. Lekawada, Gandhinagar-382042, Gujarat, India Phone No. (079) 66740700

**3) Qualifying Eligibility Criteria:**

Indian Institute of Public Health Gandhinagar invites offers from eligible organizations, (hereinafter referred as “Agency”) for implementation of research project (REFLECT) at Location - Narol, City - Ahmedabad, State - Gujarat.

Interested agencies should provide information demonstrating the required qualifications and relevant experience to perform the services.

The interested agencies should meet below given qualifying criterion.

Sr. No.	Particulars	Documents required
1	The agency participating in the assignment should be an established entity	Certificate of incorporation and Registration Certificates
2	The agency must have at least 5 years of existence in India	
3	Experience working in the field of health and environment	List of projects completed or on-going in last two years
4	<b>Past experience in working in the Narol area (Ahmedabad, Gujarat) This Project is to be executed at Narol, Ahmedabad. Therefore agency having experience of working in Narol area will have an added advantage.</b>	<b>Proof of engagement</b>
5	Should have PAN	Copy of PAN
6	Should be registered under GST (If applicable)	GST Registration
7	PF Registration (If applicable)	PF Registration Copy
8	ESIC Registration (If applicable)	ESIC Registration Copy
9	The agency should not have been blacklisted by Central/State Government of any private organization	No conviction undertaking duly signed by the Authorized Signatory of the organization.

#### 4) Scope of Work

The selected agency is expected to appoint **eight (8) field data collectors** to execute the project activities.

- The data collectors should have a graduate degree and communication skills to work in the field.
- The data collectors should be well-versed with the local vernacular language.
- The data collectors must have experience in any health-related survey and slum area.
- The field staff is expected to perform baseline surveys and follow-up visits. The detailed plan is as follows:

Sr. No.	Particular	Sample Size	Activities
1.	Baseline survey (1 <sup>st</sup> month)	410 Household (820 participants)	1. Survey (10 different tools in digital format) 2. Measurement of Environment Parameters 3. Measurement of Health Parameters
2.	Follow-up visit 1 (3 <sup>rd</sup> month)	410 Household (820 participants)	1. Survey (3 different tools in digital format) 2. Measurement of Environment Parameters 3. Measurement of Health Parameters
3.	Follow-up visit 2 (5 <sup>th</sup> month)	410 Household (820 participants)	Same as Follow-up visit 1
4.	Follow-up visit 3 (7 <sup>th</sup> month)	410 Household (820 participants)	Same as Follow-up visit 1
5.	Follow-up visit 4 (8 <sup>th</sup> month)	410 Household (820 participants)	Same as Follow-up visit 1
6.	Follow-up visit 5 (9 <sup>th</sup> month)	410 Household (820 participants)	Same as Follow-up visit 1
7.	Follow-up visit 6 (11 <sup>th</sup> month)	410 Household (820 participants)	Same as Follow-up visit 1
8.	Follow-up visit 7 (13 <sup>th</sup> month)	410 Household (820 participants)	Same as Follow-up visit 1

*\*Additionally, the staff needs to visit households as and when required.*

- The agency is expected to hire **one lab technician** to assess blood glucose using the HemoCue HbA1c501 system.
- This activity will occur twice during the project duration, specifically in the 1st month and the 9th month, with a total of 820 participants each time.
- The field staff will be responsible for the installation of the environment sensors in 410 households. The staff will also ensure that the sensors are working properly. In case of any

technical or mechanical issues, the staff is expected to inform the IIPHG team within 24 Hours.

- The field staff is expected to assist and coordinate with the painter and community when applying the cool roof material to the selected households.
  - IIPHG will make all the necessary technical arrangements (access to tools and digital platforms) for the survey.
  - The agency is expected to deliver the following reports during the contract.
    - Submit monthly report
    - Final report at the end of the contract
    - Monthly meeting with the IIPHG research team
- 5) Tenure of the Contract:** IIPHG will award contract to the selected agency for period of one year. Further extension, if any, will be based on mutual agreement between IIPHG and the selected agency.
- 6) Starting of the project activities:** The selected agency will have to start the project activities within 7 days from award of the contract.
- 7) Site Visit:** It is mandatory for the interested parties to visit the site location at Narol, Ahmedabad.
- 8) Pre-bid Meeting:** A pre-bid meeting will be held on 11.07.2024 at 11:00 AM. This pre-bid meeting will be conducted online. If you have any questions, you may raise the same during pre-bid meeting. IIPHG will responde to your queries. Interested agencies may share their request for participation in the pre-bid meeting, latest by 10.07.2024. This will help IIPHG in making necessary arrangement to conduct the meeting online.
- 9) Submission process**

The agency is requested to submit a detailed proposal alongwith finalcial cost and requestesd supporting documents to fulfil the requirements.

Please mention subject line on the envelop (Offer for the implementation of REFLECT research project at Narol, Ahmedabad, Gujarat) and submit the same to -

The Registrar,  
Indian Institute of Public Health Gandhinagar  
Opp. Air Force Head Quarters,  
Nr. Lekawada Bus Stop,  
Gandhinagar – Chiloda Road,  
CRPF PO., Gandhinagar – 382042

**10) General Terms & Conditions:**

- a) IIPHG reserves every right to amend any conditions or a part thereof, before the last date for the receipt of the offer, if necessary. Amendments, if any, would be put on the IIPHG website. The decision of extending the due date and time for the submission of offer documents on account of amendments will be the sole discretion of IIPHG.

- b) **Reserved Rights:** IIPHG reserves the following rights with regard to this inquiry:
- (i) To cancel this inquiry at any stage without assigning any reason.
  - (ii) To disqualify any Applicant(s) based on Applicant(s) failure to follow solicitation instructions
  - (iii) IIPHG reserves the right to waive any deviations by Applicants from the requirements of this solicitation that in IIPHG 's opinion are considered not to be material defects requiring rejection or disqualification; or where such a waiver will promote increased competition;
  - (iv) Extend the time for submission of Offer. Extension if any will be notified on IIPHG website.
  - (v) Award only part of the activities in the solicitation or issue multiple awards based on solicitation activities.
- c) No proposal shall be accepted unless it is properly sealed. The documents should be sent by speed post/registered post/courier or hand delivered.
- d) If the envelope is found to be open, not sealed and not marked as instructed above, IIPHG will not be responsible for misplacement or premature opening of the proposal submitted.
- e) The bidder is advised to attach any additional information that is considered necessary in regard to establish the capabilities. No further information will be entertained after submission of application unless it is required by IIPHG. IIPHG, however, reserves the right to call for additional information and clarification on information submitted by the bidders.
- f) Offers must be received by IIPHG at the address specified not later than the date and time specified in this inquiry. In case the specified date for the submission of Offer being declared holiday by the IIPHG, the same will be received on next working day with the same specified time. Offers received after the due date and time specified will automatically be rejected.
- g) Any efforts by Agencies to influence the IIPHG personnel or representatives on matters relating to Offers under study in the process of examination, clarification, evaluation and comparison of Offers and in decision concerning award of contract, shall result in the rejection of the Agencies Offer.
- h) Failing to execute the contract Agreement within the said period may result in termination of contract and award of the same to other Agencies/ agencies at the risk and cost of the Agencies.
- i) The person to sign the contract agreement shall be duly authorized.
- j) IIPHG assures that the documents and presentations by the applicants will be kept strictly confidential and will not be used for any purpose other than the process of selection of the final applicant. All documents created/prepared during the assignment

by the selected application shall be the property of IIPHG and they will have the rights associated with such documents.

- k) **Conflict of Interest:** Applicants must provide disclosure of any past, present or future relationships with any parties associated with the issuance, review or management of this solicitation and anticipated award. Failure to provide full and open disclosure may result in IIPHG having to re-evaluate selection of potential Applicants.
- l) **Arbitration:** Should any dispute arise, it may be referred to an Arbitrator appointed by mutual consent. The place of Arbitration shall be Gandhinagar, Gujarat.
- m) **Validity of the offer:** The offers submitted by the bidder will be valid for 90 days from last date of submission of the offer.

**Annexure – 1**

**Part of offer for  
REFLECT research project to be implemented at Narol, Ahmedabad, Gujarat**

**Personal Information**

(Please provide following information on your letterhead with stamp and signature)

Name of the Organization :

Type of Organization : Proprietorship / Partnership /  
**(Enclose copy of registration Company / Trust / Others  
Certificate)**

Complete Address :

Contact No. :

Email ID :

Name and designation of the  
Authorized Person :

Permanent Account Number (PAN) :  
**(Enclose copy of registration  
Certificate)**

GST Registration No. :  
**(Enclose copy of registration  
Certificate)**

PF Registration No. :  
**(Enclose copy of registration  
Certificate)**

ESIC Registration No. :  
**(Enclose copy of registration  
Certificate)**

Stamp and Signature



**Annexure – 2**

**Financial Bid**

**Part of offer for  
REFLECT research project to be implemented at Narol, Ahmedabad, Gujarat**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Amount (Rs.)</b>
1	Consultancy Fees (Please provide break-up of the cost)	
2	GST (If applicable)	
3	Total with GST	

**Note: Provide detailed break-up for above given consultancy fee.**

**Payment Terms: Payment will be made on monthly basis, in equal instalments of the contract period.**

Stamp and Signature