

**GOVERNMENT OF NAGALAND
OFFICE OF THE LABOUR COMMISSIONER
NAGALAND: KOHIMA
New Capital Complex**

No.LBR-Estt/570/2006

// Dated Kohima, the th October, 2024.

NOTICE INVITING EXPRESSION OF INTEREST

Labour Department invites sealed Expression of Interest (EOI) from qualified agencies for undertaking Labour Statistic Survey in the District of Kohima, Nagaland.

EOI document defining objective and scope of work, eligibility criteria, submission requisites etc. can be downloaded from the website: <https://labour.nagaland.gov.in>.

Last date of submission of EOI is 15th November, 2024 upto 1400 hours. Sealed envelope titled "LABOUR STATISTIC" and addressed to Labour Commissioner containing EOI and non-refundable fee of ₹.5000.00 by way of Pay Order/DD in favor of Labour Department, payable at Kohima, Nagaland may be submitted to the Office of the Labour Commissioner, New Secretariate Complex, Kohima. Inquiries if any may be obtained from Office or through E-mail: <labcomm-ngl@gov.in>.

(Er. S.L. WATI AIER)
Labour Commissioner,
Nagaland, Kohima

GOVERNMENT OF NAGALAND
OFFICE OF THE LABOUR COMMISSIONER
NAGALAND: KOHIMA
New Capital Complex

EXPRESSION OF INTEREST

Description: Expression of Interest (EOI) for undertaking Labour Statistic Survey in the District of Kohima, Nagaland.

1.0 Prelude: In the year 1974 Labour Department was created for the purpose of protecting and safeguarding the interests of workers both in organized and un-organized sectors, those who constitute the poor, deprived and disadvantage sections of the society in particular, with due regard to creating a healthy work environment for higher production and productivity by effectively implementing the various provisions under both Central and State Labour Enactments.

Though it is true that the State has not been successful in setting up heavy and large-scale industries, the labour scenario has started changing continuously in the recent years with many establishments and factories coming up in some progressive districts. Harmonious industrial relations are a pre-requisite for economic growth and in today's world of technological innovations and market fluctuations; a re-alignment of the conventional objectives of the Labour Department has become necessary. Now, the Labour Department would not only have to ensure the implementation of labour laws but also create an enabling environment for enhancing productivity, competitiveness and labour welfare, which would result in boosting economic development of the State, leading to greater opportunities for job creation.

Nagaland been a developing state with rapid urbanization, construction sector is a key area where the state is experiencing huge progress both in the Government as well as the private sector and in the to absent of industries and large private establishment, the major economic activity and employment in the private sector is under construction sector. Having said that the youths of the State could not be integrated for gainful employment under this sector, primarily due to lack of skill owning to migrant workers constituting about 90% under this sector.

Entrepreneurship is also one of the key areas where there are enough employment opportunities in the state, however 90% of the sector are been dominated by migrant which could be the ignorance of our people about the avenues or has not yet cultivated the art of doing business.

2.0 Purpose of Labour Statistic: Labor statistics serve several important purposes:

1. Economic Analysis: They provide insights into the health of the economy by tracking employment, unemployment, and wage trends.
2. Policy Making: Governments use labour statistics to inform decisions on economic policy, labour laws, and workforce development programs.
3. Business Planning: Companies rely on labour statistics to understand labour market conditions, wage trends, and the availability of skilled workers.
4. Research: Academics and researchers analyze labour data to study trends in employment, the effects of economic changes, and social issues related to work.
5. Public Awareness: Labour statistics help inform the public about job opportunities, economic conditions, and workforce challenges.
6. Workforce Development: They assist in identifying skill gaps and areas where training and education are needed to meet labour market demands.

Overall, labour statistics are crucial for understanding and addressing the complexities of the labour market.

1.0 Background of Labour Statistic: Labour statistics are quantitative data that provide insights into the workforce and employment trends within an economy. They encompass various metrics related to employment, unemployment, wages, productivity, and labour force participation. Here's an overview of their background:

Historical Context

- **Early Developments:** The collection of labor statistics began in the late 19th and early 20th centuries, primarily in response to the industrial revolution and urbanization, which transformed labour markets.
- **Government Involvement:** Many countries established governmental agencies to systematically gather labour data. For example, the U.S. Bureau of Labor Statistics (BLS) was founded in 1884.

Key Components

- **Employment and Unemployment:** Data on the number of jobs created, unemployment rates, and the demographic breakdown of the labour force.
- **Wages and Earnings:** Information on wage trends, income distribution, and compensation packages across different sectors.
- **Labor Force Participation:** Statistics on the proportion of the population that is actively engaged in the labour market, including variations by age, gender, and education level.
- **Productivity Measures:** Assessments of how efficiently labour inputs are used in the production of goods and services.

Importance

- **Economic Indicators:** Labour statistics are critical indicators of economic health, influencing monetary policy and fiscal measures.
- **Social Research:** They provide a foundation for studies on social issues, such as poverty, inequality, and demographic changes.
- **International Comparisons:** Labor statistics allow for comparisons between countries, aiding in the understanding of global labour market trends.

Modern Developments

- **Technological Advancements:** The rise of data analytics and big data has improved the accuracy and timeliness of labour statistics.
- **Focus on Gig Economy:** Recent statistics also consider non-traditional employment forms, like freelance and gig work, reflecting changes in the nature of work.

Labor statistics play a vital role in shaping economic policies, business strategies, and social programs, making them an essential tool for understanding and navigating the complexities of the labour market.

4.0 Objective of Labour Statistic: The objectives of labor statistics include:

1. **Economic Monitoring:** To provide accurate and timely data that reflects the current state of the labour market, helping assess overall economic health.
2. **Policy Development:** To inform policymakers about employment trends and labour market conditions, aiding in the formulation of effective economic and labour policies.
3. **Workforce Planning:** To assist businesses and organizations in making informed decisions about hiring, compensation, and workforce development based on labour market data.

4. **Social Analysis:** To facilitate research on social issues, such as income inequality, unemployment disparities, and workforce demographics.
5. **Forecasting:** To help predict future labour market trends, enabling stakeholders to prepare for economic changes and workforce needs.
6. **Public Awareness:** To educate the public and stakeholders about labour market conditions, job opportunities, and economic challenges.
7. **Comparison:** To enable stakeholders between regions, fostering a better understanding of global labour trends.

5.0 Scope of Work: The scope of work in labour statistics encompasses a wide range of activities and areas of focus, including:

1. **Data Collection:** Gathering quantitative and qualitative data on employment, unemployment, wages, hours worked, and labour force participation through surveys, administrative records, and other sources.
2. **Data Analysis:** Analyzing collected data to identify trends, patterns, and relationships within the labour market, using statistical methods and tools.
3. **Reporting:** Producing reports and publications that summarize findings, trends, and insights derived from labour statistics for policymakers, businesses, researchers, and the public.
4. **Policy Evaluation:** Assessing the impact of labour-related policies and programs on employment and economic outcomes, providing evidence-based recommendations for improvement.
5. **Demographic Studies:** Examining labour market characteristics across various demographic groups, such as age, gender, race, and educational attainment.
6. **Sectoral Analysis:** Analyzing employment trends within specific industries or sectors to understand their dynamics and labour needs.
7. **Labor Market Forecasting:** Utilizing statistical models to project future labour market conditions, including employment growth, skills demand, and economic shifts.

6.0 Prequalification Criteria: The partner-agency interested to participate in the EOI should fulfil the following parameters:

1. The agency should be a legal entity in India in the form of a registered company / private limited company / public limited company / registered society / trust / etc., empaneled with Central Government or any State Government. Copy of certificate of incorporation / registration should be submitted.
2. The agency should be engaged in Government supported like activities for at least a minimum of five (5) years. Supporting document should be submitted.
3. The agency should have a valid PAN & GST registration. Copy of PAN card & GST registration certificate should be submitted.
4. The agency should not have been blacklisted / debarred / delinked by any State government / Central government / PSUs or any Govt. department. An undertaking should be submitted.
5. The bidders should have to submit their bid as an individual agency i.e., not as joint venture or associate / consortium with another agency. An undertaking should be submitted.

7.0 General Notes: Lodgment of an EOI is evidence and authorization of an applicant's consent to comply with the terms and conditions of request for EOI process. Further, an applicant EOI may be summarily rejected or empanelment may be cancelled if it fails to comply with any of the terms and conditions furnished below:

1. All documents submitted with the EOI must be self-certified / attested and stamped by the applicant's authorised representative of / for the Party / Agency and should be legible and clear. The EOI and accompanying documents shall become the property of Labour Department. The applicant shall be deemed to license and grant all rights to Labour Department, to reproduce the whole or any portion of their application for the purpose of valuation, to disclose the contents of submission to other applicants, and to disclose or use the contents of submission as the basis of EOI process.
2. In case of submission of any misleading / false documents or wilful misrepresentation by the applicant, the EOI is liable to be ignored or disqualified.
3. Labour Department reserves the right to ignore or accept or reject any or all EOIs and also to curtail / annul the scope of work stated above, of required, without assigning any reason or liability thereof—or re-invite EOI at its sole discretion. Labour Department decision in this regard shall be final. No contractual obligation whatsoever shall arise from the EOI process.
4. Labour Department shall not be responsible for non-receipt of ROIs within the specified date and the specified time due to any reason(s), including postal delays or holidays in or between or during transit. The applicant shall bear all the costs associated with the submission of EOI or presentation. Labour Department shall not be responsible or liable for any cost thereof, regardless of the conduct or outcome of the process.
5. Labour Department reserves the right to verify the validity of the information provided in the EOIs and to reject any EOI where the contents appear to be incorrect, inaccurate or inappropriate at any time during the process of the EOI or even after the award of the contract.
6. Shortlisted applicants must not advertise or publish or publicly circulate the same in any form without the prior and written consent of Labour Department.
7. Labour Department may revise any of the conditions of this EOI before the due date of submission. Labour Department also reserve the right to cancel the EOI process itself at any time without thereby incurring any liabilities to the affected applicants. Under any circumstances, no sub-let / sub-contract / franchise permit is permitted.

8.0 Submission of EOI: Interested Parties / Agencies shall submit their EOI, (response format in Annexures—Form I and II) accompanied by a non-refundable fee of ₹5000.00 by way of Pay Order/DD in favour of “Labour Department,” payable at Kohima, Nagaland, with the following details:

Description: Expression of Interests (EOIs) for undertaking Labour Statistic Survey in the District of Kohima, Nagaland.

- a. Name of the Party / Agency / Training Provider
- b. Contact Details

Interested Parties / Agencies meeting prequalification criteria as above are invited to submit their EOI within 31st November, 2024 up to 1400 hours, at our email-id: labcomm-ngl@gov.in OR submit a hard copy in sealed enveloped through handpost / courier / post superscribing Expression of Interests (EOIs) at the following address:

Labour Commissioner
Office of the Labour Commissioner
New Secretariate Complex
Kohima Nagaland.

9.0 Process after Submission of EOIs:

1. All EOIs received within due date and time shall be examined and determined if it meet the prequalification criteria, the terms and conditions mentioned in this document, including its subsequent amendment(s), if any, and whether the EOIs are complete in all respect.
2. After scrutiny and evaluation, EOIs found not in desired format / illegible / incomplete / ambiguous / or failing to fulfil the relevant requirements shall be summarily rejected.
3. If deemed necessary, the Department may seek clarifications from applicant(s) on any aspect of the EOI submitted. If a written response is sought, the same must be provided within the specified period—beyond which, it will not be considered.
4. Shortlisting and selection ranking of applicants is based on a 100 points system. Only agencies obtaining a minimum cut-off of 30 points (out of a total 50 points) shall be eligible to qualify for Verification Assessment (15 points) and Technical Presentation (35 points). Applicants are advised to refer Annexure—A [Point Ranking Selection System].
5. Shortlisting of applicants fulfilling the prequalification criteria is the sole discretion of Labour Department and shall be regarded as final. Qualified and short-listed applicants shall be informed of their status, or otherwise, too.
6. Request for Proposal (RFP) shall be issued to shortlisted applicant(s) for inviting technical and indicative commercial bids.
7. The validity of this EOI and empanelment is job description specific. The terms of contract will be indicative in the Draft Memorandum of Understanding / Agreement issued along with the Request for Proposal. h. Specific Memorandum of Understanding / Agreement for issuance of work order or authority to execute work shall be signed only after completion / review / approval of Request for Proposal.

Form—I [Covering Letter]
(To be submitted on the Party / Agency Letterhead)

To,
The Labour Commissioner
Office of the Labour Commissioner
Nagaland: Kohima.

Ref.: Expression of Interests (EOIs) for undertaking Labour Statistic Survey in the District of Kohima, Nagaland.

Sir,

In response to the above cited Expression of Interest (EOI), the undersigned hereto expresses our interest and attach the response as required by the EOI, which constitutes our proposal.

Sl. No.	Item	
1	Name	
2	Title	
3	Company Name	
4	Address	
5	Phone/Mobile	
6	Fax/Email	

We confirm that the information attached in our response document or any part thereof, including its exhibits, submitted to the Nagaland Building and Other Construction Workers' Welfare Board, is true, correct, verifiable and complete.

We understand and agree to comply that on scrutiny, if any of the information supplied here is found to be misleading or incorrect, we are liable to be rejected from the process or terminated of the contract during the project.

It is hereby confirmed that I/We are authorized to act on behalf of or represent our company / firm / organization and empowered to sign this document and all other documents, as may be required.

[Dated]

[Signature: Name, Designation & Seal]

Form—II [General Details of the Firm/Company]
(to be submitted on the Party / Agency Letterhead)

COMPANY/ FIRM DETAIL

1	Name of Company / Firm	
2	Company or Firm's Office Headquarters and Sub Office(s) Addresses	
3	Year of Establishment	
4	Constitutional Status of the Company / Firm, i.e., Pvt. Ltd., Company, Society, Trust, etc.	
5	Pan Number	
6	GST Number	
7	Name & Contact Details of Authorized Representative	
8	Whether registered or empanelled with any Union Ministry undertakings? If Yes, provide Registration Number or Certificate and under what Category? [Category includes: General, ST, SC, OBC, Women Entrepreneurs]	
9	Particulars of Registration with Government, Semi Government Organizations, Public Sector Undertakings, Local Bodies, etc., if any.	

Annexure—A
[Point Ranking Selection System].

Marking Parameters are on a Maximum Scale of 100 Points

Sl. No	Parameter	Max. Points
A	Technical Qualification	
A.1	Agency presence in Nagaland	01
A.2	Statistical related project for the past five financial years (2019-2024).	20
A.3	Projects executed on Central / State / Local Govt / CSR works programme—other than skill training for the past five financial years (2016-2021).	09
Maximum Points		30
B	Financial Qualification	
B.1	Cumulative turnover in the past five financial years (2019-2024).	15
Maximum Points		15
C	Additional Qualification	
C.1	Human Resources and Infrastructure / Establishment	03
C.2	Award / Recognition received by agency	02
Maximum Points		05
D	Verification Assessment	
D.1	Infrastructure / Office Set-up / Office Location	10
D.2	Outreach / Network / Base	05
Maximum Points		15
E	Technical Presentation	
E.1	Methodology on Statistical Survey	05
E.2	Technical expert availability	10
E.3	Tract-record	05
E.4	Recognitions / Awards / Accreditations	05
E.5	Orientation & Approach toward Statistical Survey	10
Maximum Points		35
Total (A+B+C+D+E)		100

Key Dates

1	Date of Publication of EOI	24 st October,2024.
2	Last Date and Due Time for Receipt of Queries for Clarification from Applicants (through Office Visit, E Mails)	18 th Novenber,2024.
3	Last Date and Time for EOI Submission	19 th Novenber,2024.
4	Final Time for EOI Submission on Last Date	1400 Hours